

Daily Indoor/Outdoor Safety Inspection Checklists

(Hot Sheet)

CF/H-15a and 15b Revised 1/17
(mandatory)

In order to ensure children's health and safety, assigned staff/family child care home provider will complete the indoor and outdoor safety checklists when inspecting play and building areas accessible to children.

For full day centers and FCCHs, inspections will occur once daily before children arrive. For part day sites that provide am and pm services, daily inspections will occur 2 times daily before am and pm children arrive.

Staff/FCCH provider will document daily inspection's dates and initials on the Daily Indoor/Outdoor Safety Inspections Checklist's. Items that need repairs or are areas of concern will be noted in comment box. Any conditions that need to be reviewed or cannot be repaired immediately are to be documented in Corrective Actions Needed column. Date of request for every repair noted is to be indicated.

Any area that poses an immediate health and safety risk to children taken care of prior to children arriving or using the area.

The designated Center/FCCH manager will review the checklists monthly and make comments as needed.

When corrective actions are completed, designated staff will indicate date of completion by noting the date and signing the form.