**Childcare Center Safety Checklist**

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| **INDOOR SAFETY** | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|  Wall decorations attached without projecting devices, such as straight pins and nails. |   |   |   |   |   |   |   |   |   |   |   |   |
|  No more than two fingers distance between mattress and crib railings. A loose-fitting mattress can cause strangulation or limb injuries. |   |   |   |   |   |   |   |   |   |   |   |   |
| Crib and playpen slats are two inches or less apart. |   |   |   |   |   |   |   |   |   |   |   |   |
| Walls and ceilings free of peeling paint and falling plaster.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Knives and other sharp objects kept out of children’s reach.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Finger guards are installed on door hinges to prevent finger pinch injuries. |   |   |   |   |   |   |   |   |   |   |   |   |
| Hot liquids, foods, and pans kept out of children’s reach.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Hot water temperature is no hotter than 120 degrees Fahrenheit.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Electrical outlets covered with plastic plugs when not in use.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Electrical appliances unplugged when not in use and stored so they cannot fall in water causing electrical shock.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Glass doors and low windows are marked for visibility with bright colored stickers, decals, or tape.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Cleaning products, medicine, and food are stored separately out of children’s reach.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Bleach solutions and diapering supplies are out of children’s reach.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Basements are inaccessible to children.  |   |   |   |   |   |   |   |   |   |   |   |   |

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| **TOY SAFETY** | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Toys are non-flammable.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Toys do not have sharp edges or small parts that may come off or be swallowed causing choking. |   |   |   |   |   |   |   |   |   |   |   |   |
| Toy chests have lightweight lids, no lid, or a safe closing mechanism. A dropping lid may cause suffocation, head, or neck injuries.  |   |   |   |   |   |   |   |   |   |   |   |   |
|   | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Toys with sharp points or edges, or those that will have such edges if broken by misuse, are not accessible to children under age eight. |   |   |   |   |   |   |   |   |   |   |   |   |
| Children under age five are not given sophisticated electric toys. Other items, such as tape recorders and battery-operated toys are checked regularly for loose or exposed wires.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Propelled objects, such as toy darts and projectiles, have soft, non-removable rubber or cork ends to prevent injury.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Toys are checked often to make sure they are in good repair.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Toys that are broken beyond repair are disposed of so that children cannot see or reach them.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Toys are cleaned and sanitized on a regular basis. |   |   |   |   |   |   |   |   |   |   |   |   |
| Balloons are not permitted due to the possibility of small pieces of rubber being aspirated.  |   |   |   |   |   |   |   |   |   |   |   |   |
|  Riding toys are stable and well-balanced. |   |   |   |   |   |   |   |   |   |   |   |   |

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| **OUTDOOR SAFETY** | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| No peeling paint in or adjacent to outdoor play area.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Pipes and other objects do not protrude from the ground.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Window wells and stairwells are covered to prevent falls.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Protruding branches and sticks at eye level are removed.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Porches and balconies are sturdy, have railings and non-skid surfaces, and are kept free of water, snow, and ice.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Garages are inaccessible to children.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Pools or water on the property or in the neighborhood are restricted from use by unsupervised children.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Wading pools are empty if not in use.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Playground equipment is installed according to manufacturer’s instructions: e.g., placed on soft ground surface; are at least a foot from fences, walls, and other play areas; legs are set in concrete below ground level; landing pits filled with sand, tanbark, or similar materials.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Playground equipment is maintained: e.g., loose parts tightened; tape applied over sharp edges and protruding screws; rusted parts replaced. |   |   |   |   |   |   |   |   |   |   |   |   |
|   | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Children are instructed in and follow safety play habits: e.g., no shoving, pushing, or fighting; children take turns and wait until child ahead is out of the way; children stand away from moving swings; no twisting of empty chains and swing seats allowed. |   |   |   |   |   |   |   |   |   |   |   |   |
| Equipment which collects water, such as a tire, has drainage holes. |   |   |   |   |   |   |   |   |   |   |   |   |
| Play area is always supervised by an adult. |   |   |   |   |   |   |   |   |   |   |   |   |
| Wooden surfaces on benches and climbing equipment are free of slivers.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Gates are kept closed and have child-proof latches or locks.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Sandboxes are free of fecal matter.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Steps and rungs for foot placement are evenly spaced.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Swing seats are made of soft, resilient materials.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Swings are installed more than 6 feet from fences, building walls, walkways, and other play areas.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Area is free of dumpsters.  |   |   |   |   |   |   |   |   |   |   |   |   |
| There are no potential areas of entrapment: e.g., space between rungs should have openings less than 5” or more than 9”.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Area is free of electrical hazards such as wires, power lines, and A/C units.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Slide height: no more than seven feet for children three – seven years old.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Slide height: no more than two feet for children under three years old. |   |   |   |   |   |   |   |   |   |   |   |   |
| Cement footings on built-in equipment are recessed.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Traffic flow patterns are planned to prevent collisions of playing children: e.g., paths of swing sets, exits from slide.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Play surfaces are free from litter, glass, sharp objects, animal feces, trash, stagnant pools of water, and poisonous plants.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Play surfaces under and around structures for climbing, sliding, swinging, etc., have impact absorbing surface such as shredded bark, hardwood, loose sand, pea gravel, etc.  |   |   |   |   |   |   |   |   |   |   |   |   |

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| **GENERAL SAFETY** | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Smoke detectors or alarms are installed and tested weekly.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Fire escape plan is posted, and fire drills are held.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Matches and lighters are inaccessible to children.  |   |   |   |   |   |   |   |   |   |   |   |   |

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| Children ride buckled up in approved safety restraints or use automobile seat belts during all auto travel. |   |   |   |   |   |   |   |   |   |   |   |   |
| Purses or cabinets with vitamins, medication, cigarettes, jewelry, and calculators (with easy to swallow button batteries) are kept out of children’s reach.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Emergency procedures and telephone numbers are posted near each phone in clear view.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Poison center telephone number sticker on phone: e.g., “The poison control center’s telephone number is…”  |   |   |   |   |   |   |   |   |   |   |   |   |
| Working fire extinguisher of the appropriate classification is available and staff are trained to use it.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Access to windows is blocked; screens are secure; and upper-level windows are secured with window guards. |   |   |   |   |   |   |   |   |   |   |   |   |
| Stairs are kept neat and clean: e.g., clear of items such as boxes, toys, supplies, newspapers, etc.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Sharp corners on furniture and other objects are covered with a cushion to prevent any harm from banging or falling against them.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Exits are clearly marked and free of clutter.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Cots and cribs are placed so that the walkways are clear for emergency evacuation.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Doors open in the direction of exit travel.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Center is inspected for lead paint.  |   |   |   |   |   |   |   |   |   |   |   |   |
| Air is free of Friable (crumbly) asbestos.  |   |   |   |   |   |   |   |   |   |   |   |   |