

Daily Safety Check - Nominated Supervisor

NQS 2.1.2 Health practices and procedures

NQS 2.2.1 Supervision

NQS 3.1.2 Upkeep

Name of the person conducting the checklist: _____ Date: _____

Outside

Doors have finger jam protectors	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Environment is clean and tidy. You'd be happy to leave your child here. No garden debris or other rubbish lying around.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Equipment over a metre high is secured to ground	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Fence secures outdoor play areas on all sides from roads, water hazards, driveways and intruders. Fences at correct height with childproof self locking gates and locks as required.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Garages and sheds locked.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Garbage is in lidded secure bins which are in clean and safe condition. Does not attract vermin.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Paths, stairs, steps are not slippery	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Pesticides are stored safely.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Poisonous/prickly/allergy inducing plants are identified, removed, inaccessible to children.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Sandpit has no sharps, animal excrement or dangerous objects.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Smoke free environment in all areas.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Supervision and visibility of children –children are visible and supervised at all times. There is a supervision plan for areas that are difficult to see/supervise.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Under Service access (including buildings on stilts and footings) is locked or access blocked.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Window fly screens are securely fitted and maintained.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Wooden pieces of equipment are free from splinters, loose nails etc	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Inside			
Access into, within and out of Service for all children and adults, including those with a disability is safe and there are no hazards eg for wheelchairs or those with impaired sight, hearing or mobility, appropriate security, toilet and washing facilities	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Barriers - age appropriate, child proof, self locking barriers to balconies, stairways, kitchen, bathroom, laundry, garage, other levels in the Service, front and back garden.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Blind/curtain cords are inaccessible to children, especially babies in cots.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Decorations and children's artwork aren't near ceiling fans, air conditioners or heaters, and are not displayed with tacks, pins, and staples.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Electrical cords don't obstruct movement or present a safety hazard.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Electrical outlets have safety plugs/protectors	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Entry Doors are locked at all times with bells on doors	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Fire equipment eg blanket and extinguisher are in correct place and work.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
First aid kit is in correct place and fully stocked.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Floors, stairs, mats and rugs are not slippery.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Hazardous substances are stored in locked cupboards eg chemicals, medicines, razors, knives and electrical equipment. Cleaner's cupboard is locked.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Heaters, coolers, fireplaces, stoves, microwaves and office equipment are inaccessible to children. Heaters and fans have guards. Heaters are away from children's cots. There is adequate ventilation while gas heaters used.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Machinery, tools and equipment etc are stored securely and are inaccessible to children.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Noise is at reasonable levels and not excessive.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

Personal items like bags, sharp instruments, toiletries and medicines (eg in handbags) kept secure and are inaccessible to children.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Pets and animals are vaccinated, wormed, don't have fleas, are clean and healthy. Pet accessories like pet food, litter boxes, pet toys kept away from children. Dogs excluded from children's play areas.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Poisonous/allergy inducing plants are identified, removed, inaccessible to children.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Room set ups reduce risk of accidents and collisions eg clear paths around activities.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Smoke free environment in all areas.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Stairways , ramps, corridors, hallway, external balcony enclosed to prevent a child falling.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Supervision of children so that children are visible and supervised at all times. There's at least two educators on premises at all times with vision of each other and the children.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Toys are clean and unbroken	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

Actions required