

Classroom Safety Educators

NQS 2.2.1 Supervision

3.1.2 Upkeep

Name Educator 1	
Name Educator 2	
Name Educator 3	
Name Educator 4	
Name Educator 5	

E = Embedded I do that **ALL** the time

K = I know I need to do that, but I don't do it all the time

T = Please teach me how to do it or improve my understanding of why I need to do it.

Facilities	ED1	ED2	ED3	ED4	ED5
Are (cleaning) chemicals and medications properly labelled and stored securely?					
Are powerboards with electricity surge protectors used rather than double adaptors?					
Are doors in good repair and do they swing easily?					
Are doors free of splinters or sharp surfaces?					
Are electrical cords placed so they don't obstruct movement or present a safety hazard?					
Are electrical appliances secure and stable on shelving?					
Are electrical appliances and cords clear of any water sources?					
Are blind/curtain cords inaccessible to children, especially babies in cots?					
Do you ensure children under 3 can't access resources that are potential choking hazards (smaller than a ping pong ball)?					
Hygiene					
Do you use dedicated cleaning material (eg paper towels) for cleaning spills on the floor?					
Are floors clear of substances or resources that may cause falls and slips eg red toy on red mat in walkway?					
Is the room always clear of garbage and litter?					
Do all bins have liners and lids?					
Do you regularly wash your hands to prevent cross contamination / illness?					
Practices					
Do you close drawers and cupboards immediately after use?					
Do you prepare and consume hot food and drinks away from classrooms?					
Do you empty water containers after use?					
Do you put cleaning materials away after each use?					
Do you empty rubbish containers before they are overflowing?					
Do you unplug electrical appliances when not in use and store them appropriately?					
Do you involve children in setting safety rules?					
Do your room rules discourage running indoors?					
Do you ensure children and adults aren't exposed to dangerous fumes or mist by spraying cleaning products (eg aerosols) onto cloth before wiping rather than directly onto surface?					
Do you immediately remove broken equipment, toys and furniture and ensure it's inaccessible to children if appropriate?					



Do you remove any mats curling at the edges?					
Do you always tell the Room Leader/Nominated Supervisor when things are broken eg childproof latches on cupboards?					
Do you only carry children when necessary and in a way that protects your back? (Place one arm under buttock, support child's back with other arm while child faces you and hold as close to your body as possible).					

Actions required

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