



Daily Safety Check Nominated Supervisor

NQS Element 3.1.2 Upkeep

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

Outside

Dangerous/sharp objects are removed eg glass, broken windows, syringes	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Dangerous items are inaccessible to children eg power tools, screwdrivers	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Sharp surfaces are smoothed or children's access to them blocked eg protruding screws, splintered wood, sharp edges	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Garbage is inaccessible to children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Hazardous storage area is locked	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Any animal waste or sharp objects removed from sandpit	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Sharp, poisonous, allergy causing plants are removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Dangerous animals or insects eg wasps, redback/funnel web spiders, snakes are removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Broken equipment is removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Equipment safe, secure and balanced	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Objects which children may use to climb over fence are removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Under centre – no access	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Fly screens secure	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Environment clean and tidy. Rubbish removed.	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Floors, stairs, steps, paths are non-slip	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Loose fill materials are deep enough	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Sandpit clean with no animal poo or sharp objects	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Water Storage Containers empty /inverted	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
No pooled water in holes/containers after rain	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Tyres or other equipment have no water or spiders in them	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Softfall clean and free of debris	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

Inside

Dangerous items are inaccessible to children eg knives, scissors	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Children's artwork – away from fans and heaters	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Doors unbroken and have finger jam protectors	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Electrical cords and cords from blinds and curtains inaccessible to children, especially in cot room	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Safety plugs cover unused electrical outlets	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Nappy buckets are inaccessible to children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Hazardous chemicals, medicines, knives stored in locked cupboards	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Broken equipment or resources are removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Trip hazards removed eg curling mats	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Hot drinks are out of reach for children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Kitchen, laundry, storage areas inaccessible to children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Cleaner's cupboard locked	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Choking hazards eg from small toy parts removed	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Employee's personal possessions eg bags inaccessible to children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Barriers are age appropriate, child proof, self-locking	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Emergency evacuation diagram/procedures displayed and fire equipment	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA



accessible/operational			
First aid kit in correct place	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Floors, stairs, mats and rugs are non-slip	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Furniture and nursery equipment secure and safe eg no tip over hazards	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Heaters /Fans guarded and inaccessible to children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Room Layouts show clear exit paths through setup of toys and children	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Hygienic environment throughout service	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

Actions required