

**CAPNEMO Head Start**  
**Daily Safety Checklist**

Week of \_\_\_\_\_

<b>Classroom</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>
1. All potentially dangerous materials are safely out of reach (cleaning supplies, medications, poisonous plants, sharp scissors/knives, matches, electrical cords, etc.)?					
2. All electrical outlets are covered?					
3. There are no sharp and/or splintered edges for children to injure themselves on?					
4. All items on shelves and/or furniture are secured so they will not fall on a child?					
5. Floors are clear of any tripping/slipping hazards?					
6. Toys are in good repair and safe for the age group?					
7. Toys are clean?					
8. There are no places for children to pinch their fingers?					
<b>Playground</b>					
9. The playground fence and gates are secure					
10. The playground is clear of debris.					
11. The fall zone material is in place.					
12. Play structures are free of splinters, wide cracks, rusted areas, or loose screws/bolts.					
13. All play structures are anchored well into the ground.					
14. All broken toys/play equipment are removed.					
15. Children went outside to play today. If no, why not?					

Inspect classroom prior to children arriving at school. Inspect playground prior to children using the playground. Person completing the inspection will initial for that day. Answer question 15 for each day and if the answer is “no”, give explanation, i.e., raining, too cold/hot, etc.