

SOUTHWEST HRA HEAD START

Section: Early Childhood Development
Subject: Playground Quarterly Safety Check
Revised: February, 1998; February 2010

REGULATION REFERENCE:

45 CFR Part 1304 (Nov. 1996) Performance Standards 1304.22(d), 1304.53(a)(7-9)
Consumer Product Safety Commission "Handbook for Public Playground Safety"

POLICY:

Teaching staff will ensure that thorough safety checks are made of the outdoor play environment and equipment every three months and will arrange for correction of hazards.

PROCEDURE:

1. Every three months (August, November, and February) the teaching staff will review the playground and equipment using the "Playground Quarterly Maintenance Checklist" (next page).
2. If hazards are noted which can be immediately corrected, such as trash in the area, wasp nests, or pea-gravel added to high traffic areas, the center staff will work together to eliminate the hazard before allowing children to play in the area.
3. The teaching team will assure that:
 - a. The fall zone areas are inspected and grass is sprayed with "Round Up" or other approved herbicide and dead grass removed.
 - b. The entire area is inspected regularly for fire ants or other stinging insects (see Daily Playground Safety Check") and the ants/insects are destroyed.
4. If hazards are noted which cannot be immediately corrected, such as broken equipment, fire ants, or need for overall addition of pea-gravel, the teacher will report to the Area Manager and will make arrangements for removal/repair of the hazard.
5. Teachers will submit a copy of the "Playground Quarterly Maintenance Checklist" to the Area Manager by the first day of classes in August and then the first Monday of each of the months of November and February (this duty may be rotated among centers with multiple classrooms--one report per site).
6. The Area Manager will keep these reports on file and confer with the Assistant Director for ECD concerning questions and/or problems as necessary.
7. The teaching staff, Area Manager, Maintenance Specialist, and Assistant Director for ECD will all work together to make sure play areas are in good repair.

SOUTHWEST HRA HEAD START PLAYGROUND QUARTERLY MAINTENANCE CHECKLIST

Center _____ Date _____

Person Completing Checklist _____

| Item to be checked | OK | Repairs Required | Date Repairs Completed |
|---|----|------------------|------------------------|
| 1. Post & equipment footings are not exposed, cracked, or loose | | | |
| 2. Clamps show no sign of slippage, cracking, or failure | | | |
| 3. Welds are intact and free of cracks | | | |
| 4. No rust or corrosion | | | |
| 5. No scratched, chipped, or peeling paint | | | |
| 6. No missing bolts, nuts, screws, etc. | | | |
| 7. All bolts, nuts, screws, etc. are tight | | | |
| 8. All joints are secure (pay attention to slides climbers, & ladders) | | | |
| 9. All structures are stable and secure | | | |
| 10. No broken or missing parts | | | |
| 11. No sharp edges or unsafe protrusions | | | |
| 12. No possible pinch or crush points on moving parts | | | |
| 13. Slide bed surfaces are not cut or cracked | | | |
| 14. Swing seats are in good repair | | | |
| 15. Other | | | |
| 16. Other | | | |
| SURROUNDING AREA | | | |
| 17. Pea-gravel is not scattered or moved (pay special attention to area at end of slide and under swings) | | | |
| 18. Fall zone is free of grass and weeds | | | |
| 19. No roots, rocks, or other objects are causing a tripping hazard | | | |
| 20. Area is clean of litter (no broken glass, cans, etc.) | | | |
| 21. Area is mowed and free of debris | | | |
| 22. Area is free of fire ants, wasps, and bees | | | |
| 23. Fence and gates are in good condition | | | |
| 24. Other | | | |