



SCHOOLS INSURANCE AUTHORITY  
SITE SAFETY INSPECTION CHECKLIST

**We request that pages 1-4 be completed by the site principal**

School \_\_\_\_\_ District \_\_\_\_\_

Principal \_\_\_\_\_ Grade Span \_\_\_\_\_

Facility Manager/Custodian \_\_\_\_\_

Average Daily Attendance (no percentages) \_\_\_\_\_

Inspector's Name \_\_\_\_\_

Inspector's District \_\_\_\_\_

Inspector's Name \_\_\_\_\_

Inspector's District \_\_\_\_\_

Date of Inspection \_\_\_\_\_

**Statement of Purpose:** Schools Insurance Authority, your insurance program administrator, is required to conduct twice yearly site inspections for the specific purpose of reducing potential losses and improving overall safety conditions.

**Inspection Criteria:** School sites are selected for inspection not by chance but on a rotation basis. However, sites that are found to be in poor safety condition may be reinspected more often than others.

**Inspection Guidelines:** The site administrator at the site to be inspected should be notified in advance of the upcoming inspection. Site administrators should make arrangements for the inspector to conduct their inspections in an unencumbered manner. Further, administrators should make arrangements for the head custodian to be available for the inspection. **We recommend completing sections I, II, and III prior to the inspection.**

A general inspection orientation will be conducted via Zoom. In attendance at the orientation should be the site administrator or his/her representative and the head custodian. The head custodian should also accompany the inspectors on the actual inspection. At the close of each inspection, the site administrator should be informed of inspection closure, highlights of findings, and reports to follow.

Equipment, which is unsafe for any reason, should be **Red-Tagged/shut down**. Red tags may be removed by an SIA representative once the hazard has been remedied.

<b><u>I (a). Cal OSHA Requirements</u></b>	<b>No</b>	<b>Yes</b>
1. Have you implemented an Injury and Illness Prevention Program (IIPP) at your site?		
2. Does all of your staff know the location of the IIPP?		
3. Is your IIPP updated with the latest Covid Prevention Plan (CPP)?		
4. Do you have an on-site safety committee?		
5. Do you have a written Hazard Communication program?		
6. Are your Safety Data Sheets (SDS) kept in a location convenient to all staff members?		
7. Are SDS maintained and current?		
8. Are employees (i.e. custodians) trained in the proper use of the hazardous materials they work with at least once a year?		
9. Do you have a Heat Illness Prevention Plan in place? <i>NOTE: The current plan was revised Aug 2022; ensure your plan was revised on or after this date.</i>		
10. Is personal protective equipment provided to employees?		
11. Is the use of protective equipment by employees enforced?		
12. Is your staff trained in Blood Borne Pathogens (BBP) at least once a year?		
13. Are you conducting monthly site safety inspections? * SIA has forms available online in English and Spanish. <a href="https://sia-jpa.org/member-services/compliance/">https://sia-jpa.org/member-services/compliance/</a>		

<b><u>I (b). Principal Interview</u></b>	<b>No</b>	<b>Yes</b>
1. Do you have a <b>written</b> active emergency preparedness plan in place?		
2. Does your emergency evacuation plan include <b>written</b> provisions for persons with disabilities (temporary and/or permanent)?		
3. Do you have trampolines or mini-tramps (*not covered by insurance unless written in a student's IEP)?		
4. Do you have a Comprehensive Safe Schools Program in place?		
5. Per the Healthy Schools Act (HSA), has your certificated staff (i.e. teachers) been trained on Basic Integrated Pest Management for the classroom environment? <i>Please speak to your district liaison on courses that may be available for your staff, or a free course is available at <a href="https://www.cdpr.ca.gov/docs/schoolipm/">https://www.cdpr.ca.gov/docs/schoolipm/</a> Click on link "Take a DPR Healthy Schools Act Online Course" Also available on Public School Works, Course Number M-991</i>		
6. Are launched projectile projects a part of your science curriculum (e.g. potato launchers, etc.)?		
7. Are current employee rights, labor codes and employer obligation posters posted in a location accessible to all staff?		
8. Is the <b>most current version</b> of the mandatory Notice to Employees Poster (red/white) regarding work-related injuries posted in a conspicuous location frequented by employees during the hours of the workday? <i>If you need a current copy of this poster, please contact your districts Workers' Compensation liaison. NOTE: The current SIA version has a revised date of 09/15.</i>		

<b><u>II. SITE SECURITY ISSUES</u></b>	<b>No</b>	<b>Yes</b>
<i>The safety and security of district employees has been made the employers legal responsibility under Labor Codes 6400, Section 3203 (CCR). Title 8 further requires the establishment and maintenance of an effective injury and illness prevention program.</i>		
1. How does your site identify campus security hazards? i.e. daily walks, reporting issues, etc. _____		
2. Who is responsible for issuing keys and/or alarm codes on your site? i.e., office manager, principal, etc. _____		
3. Who is responsible for tracking capital equipment? i.e., computers, TVs, etc. _____		
4. Is a property inventory log maintained?		
5. Is the facility equipped with adequate night lighting?		
6. Is staff allowed access on weekend/night/off-hours?		
7. Has your site implemented an anonymous reporting program? <i>For more information, please contact your district liaison or visit our website at <a href="https://sia-jpa.org/member-services/partnership-programs/">https://sia-jpa.org/member-services/partnership-programs/</a> for assistance.</i>		

<b><u>WHEELCHAIR LIFTS</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
<b>Does your site have a wheelchair lift? <i>**If no, skip the remaining questions.</i></b>			
1. Do you have a written maintenance program for your wheelchair lift? Maintenance program shall include: <ul style="list-style-type: none"> <li>• routine maintenance at least once every six months</li> <li>• checking operation of lift weekly</li> <li>• maintenance log</li> </ul>			
2. Is the lift accessible and free of storage?			
3. Does the wheelchair lift contain standby power or a self-rechargeable battery in case of an emergency evacuation?			
4. Has your lift been inspected by the California Division of Occupational Safety and Health (look for label)?			
5. Is the permit current? <b>Date on Permit:</b> _____			

<b><u>ELEVATORS</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
<b>Does your site have an elevator? <i>**If no, skip the remaining questions.</i></b>			
1. Is your elevator inspected by a certified elevator inspector once a year?			
2. Is the permit to operate the elevator displayed in the passenger car?			
3. Is the permit current? (Permits shall not exceed on year) <b>Date on Permit:</b> _____			
4. Is the elevator on an established maintenance program?			

<b><u>AUTOMATED EXTERNAL DEFIBRILLATORS (AED)</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
<b>Does your site have an AED? <i>**If no, skip the remaining questions.</i></b>			
1. Are instructions for use posted next to the AED? <i>*must be no less than 14-point type</i> <i>** SIA has free posters available.</i>			
2. Are AED procedures included in your emergency plan?			
3. Are the AED's placed within 3-5 minutes of the athletic event?			
4. Is the AED tested biannually or after use by staff or vendor?			
5. Is your AED inspected regularly (at least every 90 days) by employee or vendor?			
6. Is staff informed yearly on location and procedures of use for the AED?			
7. Is at least one employee on site trained yearly on how to use the AED?			
8. Do you maintain records for maintenance and testing to demonstrate compliance?			

<b><u>III (a). FIRE AND INTRUSION PREVENTION</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
<i>* Note: Consultation with your alarm technician may be necessary prior to inspection.</i>			
1. Is routine maintenance performed on the <b>fire alarm</b> system at least once a year?			
2. Is the <b>intrusion alarm</b> system walk tested at least once a year? (SIA General Protection Specifications)			
3. Is an audible fire alarm drill conducted as required by law? (Elementary = monthly drills; Intermediate level = 4 times during school year; High = twice during school year)			
4. Do the emergency warning system alarm devices contain an integrated visual alarm notification (strobe light)?			
5. Was the automatic fire sprinkler system inspected in the last five years?			
6. Are employees trained in the use of automatic and portable fire extinguishing devices?			
7. Is there a master plan showing the locations of the fire extinguishers?			
8. Are locations of fire extinguishers easily identifiable by a sign or sticker or other form of I.D.? (i.e., on the exterior of the building)			
9. Are fire extinguishers mounted on the wall within 75 feet travel distance to all portions of a building?			
10. Have you viewed the SIA "30 Ways to Prevent School Arson" video? (Available on our SIA YouTube channel; <a href="https://youtu.be/GkxeYHAXoPo">https://youtu.be/GkxeYHAXoPo</a> )			

<b><u>III (b).FIRE DRILL</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
<i>* During the course of the inspection, a fire drill will be conducted. The school site was notified of this in the introduction letter. Assess function of the alarm, the evacuation plan, and other items to include:</i>			
<b>Was a fire drill conducted on the day of the inspection?</b> <b>**If no, obtain a copy of the fire drill log and include with inspection forms.</b>			
1. Could horns be heard clearly in all areas of the campus? <i>* Be sure portables and outlying buildings have annunciating devices.</i>			
2. Did all students and staff respond in an orderly fashion?			
3. From the bell to the all-clear, did the evacuation take less than 5 minutes? If no, how long did it take?			
4. Is roll call being done to ensure all students are accounted for?			

**NOTE: Request that the representative, who accompanies you on your inspection of the facility, take notes when appropriate.** The items on the next pages are to be investigated during your inspection. Hazards and other discrepancies should be noted in the "Remarks" portion of each section. (Room for additional remarks is provided on the last page of this checklist.)

<b>IV(a). BUILDINGS/CLASSROOMS, GENERAL</b>	N/A	No	Yes
Please use this checklist for each room being inspected. All "no" answers should be detailed on the back of this page.			
<b>ROOM # _____ PLEASE INSPECT 3 CLASSROOMS</b>			
1. Are extension cords and power taps used properly? (e.g. cords and taps are not "chained" together, power tap is plugged directly into outlet, <b>appliances must be plugged directly into the wall</b> )			
2. Are electrical outlets and switches in working order with covers present?			
3. Is there at least 36" of clearance in front of electrical panels? (Cal OSHA requirement)			
4. Are all paper cutters equipped with finger guards?			
5. Is the room free from tripping hazards?			
6. For security purposes, are shades and blinds in proper working order?			
7. Are TVS and audio equipment properly secured to AV carts, brackets or to a fixed cabinet?			
8. Are AV carts labeled with tip-over warning labels? * SIA has free labels available			
9. Are overhead shelves properly loaded? (Heavy objects should be at floor level)			
10. Are the fire and intrusion alarm sensors free from interference? (e.g. room modifications, bookshelves, decorations)			
11. Do walls have 25% or less of the wall space covered with paper?			
12. Is the pull down map, screen, and/or smart board secure so it will not fall from mounting?			
13. Are bottles and containers properly labeled and stored securely out of reach of children? (Cal OSHA requirement)			
14. Have the tags on fire extinguishers been signed each month to indicate that it has been checked for charge?			
15. Were extinguishers recharged within the last year?			
16. Is an evacuation map posted at eye level by at least one exit door?			
17. Is the Williams Act Classroom notice posted in a visible location? (Charter Schools exempt)			
18. Is the overall housekeeping in the room average or above?			

**REMARKS**

\* Please indicate specific area of hazard. Ask your guide so your recommendations refer to the correct place and corrections can be made.

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17. Is the Williams Act Classroom notice posted in a visible location? (Charter Schools exempt)			
18. Is the overall housekeeping in the room average or above? If no, comment below.			

**REMARKS**

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17. Is the Williams Act Classroom notice posted in a visible location? (Charter Schools exempt)			
18. Is the overall housekeeping in the room average or above? If no, comment below.			

**REMARKS**

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<b><u>V. PLAYGROUND STRUCTURE</u></b>	N/A	No	Yes
<b>Location:</b> _____ Please use this checklist for all playgrounds inspected. <b>Please note specific hazards on the back of this sheet.</b>			
1. What is the age range of this structure? _____			
2. Is this playground Transitional Kindergarten (TK) appropriate? (2–5-year-old age range)			
3. What is the landing surface material? _____			
Loose filled: <i>i.e. engineered wood fiber, shredded rubber mulch, etc.</i>			
a) Is the surfacing material loose and ample?			
b) Is the landing surface material maintained (e.g. raked and redistributed under the equipment, cleaned) at least once a week?			
Rubber Unitary Surface or Tiles:			
c) Is landing surface material free of damage?			
d) Does the surface feel pliable and cushioning?			
4. Is the playground equipment inspected at least once a week?			
5. Are inspection logs maintained?			
6. Is there 6 feet of fall zone around each piece of equipment?			
7. Are there any broken, missing or loose parts of the equipment? If yes, please note location and include photo. <b>Location:</b> _____			
8. Are there any sharp points or edges? If yes, please note location and include photo. <b>Location:</b> _____			
9. Are there any pinch or crush points? If yes, please note location and include photo. <b>Location:</b> _____			
10. Are there any openings on the equipment that appear to measure between 3.5" to 9"? If yes, please note location and include photo. <b>Location:</b> _____			
11. Are there any potential entanglement hazards (e.g. protruding bolts with more than 2 threads exposed that could snag clothing)? If yes, please note location and include photo. <b>Location:</b> _____			
12. Do slides have tight platforms and railings, smooth and secure slide entrances, and <sup>no</sup> cracks or rusted areas that can snag clothing? If no, please include picture.			
13. Are footings below ground surface and not exposed? If no, please include picture.			
14. Is the containment box and the area around it free of potential hazards? If no, please note location and include picture. <b>Location:</b> _____			
15. Is there an opening in the container box to allow a wheelchair to enter?			
16. Are there specific signs indicating age of user and how to use the equipment properly? * SIA has free labels available			





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2. Is this playground Transitional Kindergarten (TK) appropriate? (2–5-year-old age range)			
3. What is the landing surface material? _____			
Loose filled: <i>i.e. engineered wood fiber, shredded rubber mulch, etc.</i>			
a) Is the surfacing material loose and ample?			
b) Is the landing surface material maintained (e.g. raked and redistributed under the equipment, cleaned) at least once a week?			
Rubber Unitary Surface or Tiles:			
c) Is landing surface material free of damage?			
d) Does the surface feel pliable and cushioning?			
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9. Are there any pinch or crush points? If yes, please note location and include photo. <b>Location:</b> _____			
10. Are there any openings on the equipment that appear to measure between 3.5” to 9”? If yes, please note location and include photo. <b>Location:</b> _____			
11. Are there any potential entanglement hazards (e.g. protruding bolts with more than 2 threads exposed that could snag clothing)? If yes, please note location and include photo. <b>Location:</b> _____			
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<b><u>VI (a). FOOD PREPARATION AREA</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
1. Are facilities clean and sanitary?			
2. Can the freezer/refrigerator be opened from the inside?			
3. Are heavy items stored on lower shelves in storage areas?			
4. Are aisles and work areas free of slip and fall hazards?			
5. In areas where kitchen floors can become wet and slippery is there anti-slip mats or abrasive strips?			
6. Is the equipment safe and in good repair?			
7. Is the proper safety equipment visible and emergency information accessible? (e.g. phone contacts, first aid kit) <i>If the first aid kit is not visible please ensure there is a label or signage indicating location (i.e. red cross or verbiage).</i>			
8. Is there at least 36" of clearance in front of electrical panels? (Cal OSHA requirement)			
9. Is there sufficient ventilation, circulation and/or fresh air for kitchen staff?			
10. Are the proper fire extinguishers (40BC) mounted 3 to 4 feet high and within reach?			
11. Have the fire extinguishers been serviced within the last year?			
12. Has the kitchen hood (i.e. Ansul system) been inspected in the last six months?			
13. In there is a Type K (Silver) fire extinguisher present? (only in kitchens with an Ansul Systems)			
14. On gas appliances, are the gas line shut-off valves readily accessible near each appliance?			
15. Does staff know the location of the gas shut off valve?			
16. Is staff trained in First Aid, CPR and / or AED?			

<b><u>VI (b). CAFETERIA</u></b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
17. Are folding tables safe and in good repair?			
18. Do folding tables latch when folded?			
19. Are wall mounted folding tables equipped with a secondary safety device to prevent accidental release if latch mechanism fails? (i.e. safety chain, secondary lock, etc.)			
20. Are folding tables labeled with warning signs indicating tip-over hazard? * SIA has free labels available.			
21. Are the safety posters "FIRST AID FOR CHOKING VICTIMS" posted in a visible location?			
22. Are exit signs and emergency lighting in proper working order?			

**REMARKS**

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<b><u>VII. INDUSTRIAL ARTS/SHOP CLASSES</u></b>	ROOM NO: _____			ROOM NO: _____		
	N/A	No	Yes	N/A	No	Yes
<b>GENERAL (FOR CERAMICS, WOODSHOP, WELDING AND AUTO)</b>						
1. Is the shop maintained in a neat and orderly manner?						
2. Are all exits clear of obstructions?						
3. Are shop instructors kept current on shop safety and related safety measures and do they know location of utility shut-offs?						
4. Are students regularly instructed in shop safety and are safety measures enforced?						
5. Are first aid kits in a visible convenient location and maintained? <i>If the first aid kit is not visible please ensure there is a label or signage indicating location (i.e. red cross or verbiage).</i>						
6. Is personal protective equipment (e.g. eye protection) available to students and in good condition?						
7. Are flammable solvents and paints stored safely in approved labeled fire cabinet?						
8. Are the proper fire extinguishers mounted and within reach?						
9. Have the tags on fire extinguishers been signed each month to indicate that it has been checked for charge?						
10. Were extinguishers recharged within the last year?						
<b>EQUIPMENT (FOR CERAMICS, WOODSHOP, WELDING AND AUTO)</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
11. Is all electrical equipment provided with electrical grounding?						
12. Is all stationary power equipment bolted down?						
13. Is all equipment provided with guards that are in place?						
<b>CERAMICS (ROOM # _____)</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>			
14. Does the electric kiln that is vented to the exterior have two automatic shut offs?						
15. Is the gas kiln installed with flexible gas lines and vented to the outside?						
16. Does the indoor gas kiln have a CO <sub>2</sub> alarm and is the canopy type hood vented to the outside?						
17. Is the emergency shut off (electric or gas) for the kiln identified and accessible?						
<b>WOODSHOP (ROOM # _____)</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>			
18. Is sawdust removed by dust collection system or swept clean daily?						
<b>WELDING (ROOM # _____)</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>			
19. Are flash curtains available for use around arc welding area?						
20. Are welding gas cylinders chained to the wall and stored safely?						
21. Are areas around oxygen cylinders free of petroleum products?						
22. Are gauges and hoses free of oil?						
23. Are back-flash arrestors in place?						
<b>AUTO (ROOM # _____)</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>			
24. Are exhaust gas eliminators used in auto shops?						
25. Are oily wastes stored in closed metal containers?						
26. Is there a place to store waste oil and filters for pickup?						
27. How frequently are they picked up? _____						



<b>VIII. SCIENCE CLASSROOM (ROOM # _____ )</b>			
<b>GENERAL</b>	<b>No</b>	<b>Yes</b>	
1. Is the room maintained in a neat and orderly manner with all exits clear of obstructions? (90% of all accidents relate to housekeeping)			
2. Is there a posted evacuation plan in case of emergency?			
3. Do instructors know location of utility shut-offs?			
4. Are emergency gas valves properly labeled and in good working order?			
5. Is there food stored in refrigerators that contain chemicals?			
<b>PERSONAL SAFETY AND FIRE EQUIPMENT</b>	<b>No</b>	<b>Yes</b>	<b>N/A</b>
6. Are first aid kits in a visible convenient location and maintained? <i>If the first aid kit is not visible please ensure there is a label or signage indicating location (i.e. red cross or verbiage).</i>			
7. Have the tags on fire extinguishers been signed each month to indicate that it has been checked for charge?			
8. Were extinguishers recharged within the last year?			
9. Are students regularly instructed in lab safety and are safety measures enforced?			
10. Are safety glasses/shields/gloves provided and used?			
11. Is the equipment maintained and in safe and sanitary condition?			
12. Is emergency eye wash and shower equipment readily available for each laboratory and checked periodically to ensure that they are in operational condition?			
<b>EQUIPMENT</b>	<b>No</b>	<b>Yes</b>	<b>N/A</b>
13. Is all electrical equipment provided with electrical grounding and in good condition?			
14. Is ventilation maintained in hoods and where necessary? (100 fpm)			
15. Are hoods free of storage and debris?			
<b>CHEMICAL HANDLING, DISPOSAL AND STORAGE</b>	<b>No</b>	<b>Yes</b>	<b>N/A</b>
16. Are appropriate chemical spill clean-up kits available (brooms, pillows, naturalizes, absorbents) in the storage room and/or laboratory?			
17. Is the chemical inventory list complete, updated and kept in the chemical storage room?			
18. Is the chemical storage room continuously ventilated?			
19. Is there a method for storing chemicals to keep incompatible chemicals separate (not alphabetical)?			
20. Is there a method for disposal/tracking of hazardous waste/old chemicals?			
21. Is there a set procedure and equipment for handling corrosive chemical spills?			
22. Are acids and flammables identified and stored safety in approved safety cabinets? (Nitric Acid and ammonium nitrate should be stored separately and away from all other chemicals and acids)			
23. Are shelves in the storage room edged to prevent items from falling?			
24. Are labels on chemical containers legible and firmly attached?			
25. Is there a minimum of 4 foot wide walkway throughout the storage room?			





Location: \_\_\_\_\_

Location: \_\_\_\_\_

<b><u>IX (a). GYMNASIUM / MULTIPURPOSE ROOM</u></b> <b>**only complete if separate from cafeteria</b>	N/A	No	Yes	N/A	No	Yes
1. Are seats and bleachers safely arranged and maintained?						
2. Are play surfaces, backstops, and play equipment arranged and maintained to create a safe recreational environment?						
3. Are handrails installed, secure and in good condition on all stairways and bleachers?						
4. Is the area free from tripping hazards?						
5. Are exits clearly marked and free of obstructions?						
6. Are exit sign lights working?						
7. Do basketball hoops have chain nets? (Chain nets are not recommended)						
8. Is the fall surface material for the indoor activities used and in safe condition?						

<b><u>IX (b). WEIGHT ROOM</u></b>	N/A	No	Yes
1. <b>If the site has a weight room:</b> Is there a route around the exercise equipment that would allow wheelchair access? <b>** MUST have 30 in Wide x 48 in Deep for front and side approach</b>			

<b><u>IX (c). FIELD / OUTSIDE BLACKTOP</u></b>	N/A	No	Yes
1. What is the condition of the school fence? <i>Please circle the number that best describes the fence.</i> 1 = Poor      3 = average      5 = excellent			
2. Are all areas free of debris, broken glass and other hazardous materials?			
3. Are play areas free of surface irregularities such as holes, sprinkler heads or worn depressions?			
4. Within the playground/ blacktop area are the surfaces free of excess water buildup? i.e. under swings, near drains, etc.			
5. Do basketball hoops have chain nets? (Chain nets are not recommended)			
6. Are portable goals secured to the ground when in use?			
7. Are portable goals secured when stored to prevent tip-over? i.e. chained to fence			
8. Are baseball back stops in good shape and free of hazards?			

**REMARKS**

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<b><u>X (a). BUILDING AND GROUNDS</u></b>			
<b>**These questions can be answered by asking the custodian or a visual check.</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
1. Are parking lot gates secured to prevent movement? Gates should be secured when they are opened and closed.			
2. Are directional signs and poles in good repair?			
3. Are doors, windows, exterior vents, hatches and chimneys secured and in good repair?			
4. Are all in ground covers properly secured and free of debris? (i.e. utility boxes)			
5. Are dry grasses and weeds removed from close building proximity?			
6. Are exterior walls and trim in good repair?			
7. Are outdoor lighting fixtures securely mounted and in good repair?			
8. Are parking lot light poles secure and plumb?			
9. Are roofs in good visual condition? (*ask custodian if leaks, damage, etc. are a concern)			
10. Is there at least 36" of clearance in front of electrical panels? (Cal OSHA requirement)			
11. Are the sidewalks in good repair?			
12. Is the pavement free of potholes?			
13. Are the corridors free of storage items?			
14. Are the floors, walls and ceilings clean and in good repair?			

<b><u>X (b). STAIRWELLS (FOR 2-STORY SITES)</u></b>			
	<b>N/A</b>	<b>No</b>	<b>Yes</b>
15. Are all handrails in good repair and provided on both sides?			
16. Are landings kept free of storage materials, equipment, etc.?			
17. Is lighting in the stairwells adequate to eliminate shadows and glare?			

**REMARKS**

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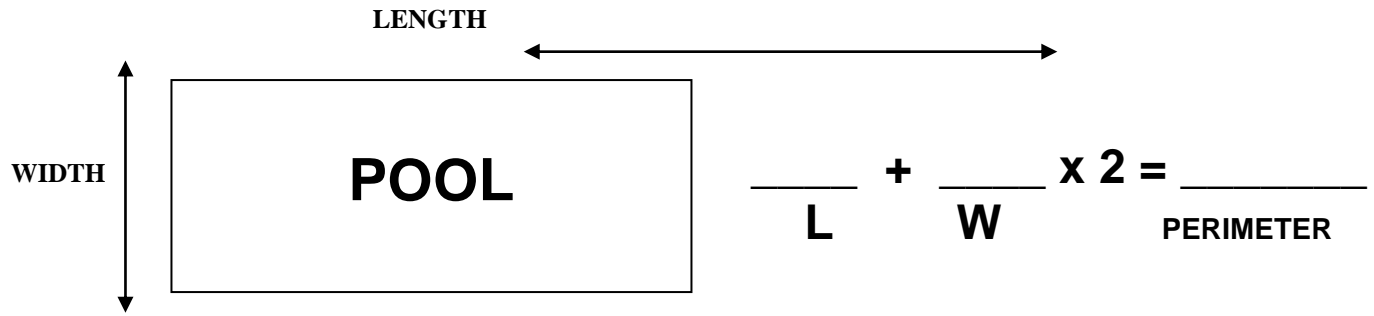
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<b>XIV. SWIMMING POOLS</b>	<b>N/A</b>	<b>No</b>	<b>Yes</b>
1. Is the pool surface in good condition? (Check for cracks and obstructions)			
2. Is the deck surface in good condition?			
3. Are filter covers in place?			
4. Is the chemical balance maintained at the recommended level?			
5. Is the diving board(s) in good visual condition?			
6. Is the depth of the pool deep enough for the diving board(s)? <i>Minimum 9 feet</i>			
7. Are racing blocks in good condition?			
8. Are the pool ladders in good condition?			
9. Are all pool depth markings visible (4"; minimum depth is 3'6" at shallow end)?			
10. Are life rings, safety line and rescue hook in place and in satisfactory condition?			
11. Is a first aid kit available? <i>If the first aid kit is not visible please ensure there is a label or signage indicating location (i.e. Red Cross or verbiage).</i>			
12. Is the swimming pool area sufficiently fenced off from public/students wanting to gain entry after normal business hours?			
13. Is the fence secured to the ground?			
14. Are gates locked during non-operational hours?			
15. Are surveillance cameras installed for pool area?			
16. Are bleachers stable and in good condition?			
17. Does the district have a current joint use agreement for the swimming pool?			
18. Do you have a regular maintenance program for the swimming pool?			
19. Is the pool equipped with an anti-entrapment device or system to prevent physical entrapment by the pool drain?			
<b>Are the following signs posted:</b>			
20. Warning – No Lifeguard on Duty			
21. No Diving Allowed			
22. Occupancy Load			
23. CPR poster			
24. Rules and emergency plan posted			
25. Emergency phone numbers			
26. Danger: Gaseous Chlorine			
<b>Accessibility</b>			
27. Is the perimeter of the pool more than 300 feet? (needs to be measured – see diagram on the back of this form)			
28. Does the pool have a lift or sloped entry to allow persons with mobility impairments to access the water?			
<b>If the answer to questions 28 is “no,” skip the remaining questions</b>			
29. Is the lift capable of unassisted operation from both the deck and the water?			
30. Does the lift attach to the pool deck or apron when in operational use (regardless of whether it is a portable or permanent unit)?			
31. Is the lift in place by the pool and available for use during all designated open pool hours at the school?			
32. What is the water depth immediately adjacent to the pool lift?			
33. Does the lift run on battery power?			
34. How long or for how many lifts will the battery run on a single charge?			
35. Is there an established maintenance program for checking and recharging the battery and performing other normal maintenance on the lift?			
36. Is there a staff training program on the proper operation of the lift?			
37. Is the lift shared between multiple pools?			

**PERIMETER OF THE POOL (you can measure or ask the custodian):**



REMARKS

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