



Name of Educator: \_\_\_\_\_ Date of Visit: \_\_\_\_\_

Name of Assistant: \_\_\_\_\_ Child Care and Education Coordinator: \_\_\_\_\_

Number of Children Present: \_\_\_\_\_ Number of Children Absent: \_\_\_\_\_

Area	Yes / No	Recommendations
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### KITCHEN AND DINING AREA

Kitchen cabinet doors and drawers are locked.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Breakable and sharp items out of reach or in a locked cabinet.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The kitchen, all food preparation, storage, serving areas, and utensils are clean.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
All dishwashing soap, cleaners, paint, turpentine, bug spray, and similar products are stored OUT of reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Chairs and high chairs are in good working order.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Chairs and high chairs are sturdy and not easily overturned.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Water temperature should not exceed 120 degrees during child care hours to prevent scalding.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Toasters, coffee makers, and other electrical equipment are unplugged when not in use and stored out of reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Kitchen garbage must be kept in lined, covered, clean containers and regularly removed from the premises.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

### BATHROOM(S)

Medications, glass bottles, and all sharp objects are out of reach or in a locked cabinet.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Bathroom door lock is removed or covered.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Bathroom appliances are unplugged and safely stored when not in use.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
There are no open flames or candles in the bathroom, or elsewhere in the home.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Wastebasket does NOT contain hazards such as old medicines or sharp objects. Place these outside in the garbage.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Perfume, cosmetics, and other dangerous items are out of reach or in a locked cabinet.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Toothbrushes for ALL children are labeled and dated, if applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## LIVING ROOM OR INDOOR PLAY AREA

Evacuation plan/diagram and all emergency numbers are posted near the phone. Post evacuation diagram near each exit as well. Regulation: 8.09 (2)(a)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Children's furniture is secured to the wall.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
TV set is placed securely against the wall in a sturdy, low cabinet or secured to a taller cabinet.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
TV and lamp cords are safely stored out of reach of children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Extension cords are not used as permanent wiring.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Poisonous house plants are removed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Objects that can easily be overturned or pulled off are removed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Safety gates are placed across stairs.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Infant walkers are not used around stairways.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Remove or place breakable objects out of reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Shields or screens must be placed in front of fireplaces or woodstoves.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Portable heaters are NOT used.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fireplaces are enclosed with a child proof barrier at all times when children are present. Hearths must be padded.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fans are out of reach of children. A protective fan-blade enclosure must be in place.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## BEDROOM OR SLEEPING AREA

Each child in care younger than 15 months must be napped in an individual bassinet, crib, port-a-crib, or playpen.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pillows are NOT used for children younger than one year of age or any child unable to lift his/her head.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Cribs are safe: bolts are secure, there is no more than 2 3/8 inches between slats, bumper pads are secure and won't trap an infant's head and soft pillows, toys and loose fitting sheets are removed.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Cribs and beds are away from windows to prevent falling.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Each child has a bed, sofa, cot, or crib to sleep on. Separate sheets and blankets are provided for each child.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Infants are put to sleep on their backs. SIDS training information provided to parents.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Received SIDS training, discusses information with parents.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## HEALTH AND SAFETY

There are two, unblocked exits to the outside.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Both exit doors have signs.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If the provider has a basement approved for child care, there are two, unblocked exits directly to the outside.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The home and outdoor play area are clean.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Gloves and sanitation solutions are used at all times.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Electrical outlets are covered.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
There are working smoke detectors on each floor.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Matches and lighters are out of sight and reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Potentially dangerous materials are stored in a locked cabinet or out of reach of children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Firearms are unloaded and are stored either in a locked cabinet or a safe, secured place out of reach of children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Any provider serving children 3 years or younger, has installed a barrier at the entry of a stairway with four or more steps.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The family child care home does not have flaking or peeling paint or plaster.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Monthly fire drills are planned and implemented. Provider documents date, time, and # of children involved in the drill.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Provider has working carbon monoxide detectors as determined by local building code. (to determine number and location)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
First aid materials are stocked, available, and portable.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Emergency numbers and parents' numbers are posted near each phone.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
An operating flashlight and spare batteries are available and at each level of the home.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Provider vacuums or sweeps floors daily and does a safety check removing buttons, coins, paper clips, or similar items.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Refrigeration is a minimum of 32 degrees and a maximum of 40 degrees. Check refrigerator thermometer.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Temperature in the room(s) that children use is a minimum of 65 degrees.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Radiators and hot water pipes are shielded from children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
EEC License is posted in a visible place.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
CPR/First Aid are posted in a visible place.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
PQ Registry updated.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## TOYS AND LEARNING MATERIALS

Plastic bags, tissues, balloons, and Styrofoam objects are inaccessible to children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Toys are in good repair and appropriate for the children in care.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Items that present a choking hazard are out of reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Toys do not contain lead based paints or toxins – check labels.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Heavy toys are stored near the floor. Older children’s toys are out of reach of younger children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

**OUTDOOR PLAY AREA**

Yard is maintained and free of hazards such as; debris, broken glass, sharp objects, flaking and peeling paint, tools and construction materials, rusty or broken play materials, drainage ditches, wells holes, and water.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If the program is near a pond, canal, or other body of water, it is inaccessible to children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If the family child care provider has a swimming pool, it is inaccessible to children when not in use.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If the provider has a hot tub, it is inaccessible to children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Drop offs on the property are inaccessible to children or barricaded.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Lawn mowers, fertilizers, and tools are put away and inaccessible to children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Plants such as; oleander, azaleas, castor beans, dieffenbachia, philodendron, caladium, and some ivies are poisonous. These must be inaccessible to children.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Vehicles must be in park with an emergency brake in place. Windows must be closed, doors locked, and keys in the house out of reach.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Play area is away from the street or is fenced.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If provider takes children to a park, s/he checks for hazards before the children begin playing.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Toys do not have broken or sharp parts.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Grass, sand, or bark mulch or other cushioning material beneath the swings and other play areas.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Play structure (swings, slides, etc.) are in good repair, with smooth edges, no broken or missing parts, and are well anchored.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

1. List any areas of concern:

2. Work with provider to correct any health or safety non-compliances where you can. Write down other health and safety hazards that need to be corrected, have the provider sign the form, retain the original, and give the provider a copy.

3. Plan to visit to check on corrections within \_\_\_\_\_ days or at the next safety visit on: \_\_\_\_\_

**COORDINATOR'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PROVIDER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

***Place the original copy of this form in the provider's file.***