

## Site Self Inspection

Inspection date: \_\_\_\_\_

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

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

Exterior Areas		Yes	No	NA	Comments	
1	Are paved surfaces, such as parking lots, sidewalks, and courtyards, free of hazardous conditions or deterioration?					
2	Is grass in good condition; is landscape well-groomed, are trees overhanging buildings, bushes for concealment?					
3	Does the site drainage system appear to effectively remove water runoff and prevent standing water or erosion?					
Building Conditions		Yes	No	NA	Comments	
4	Is the building free of apparent leaks or other obvious water intrusion?					
Doors, Exits, and Means of Egress		Yes	No	NA	Comments	
5	Are exits and exit paths unobstructed and are doors free of inappropriate locks?					
6	Is the site emergency evacuation map posted near all classroom and/or office doors?					
Emergency Action Equipment & Systems		Yes	No	NA	Comments	
7	Are fire extinguishers mounted, unobstructed, and inspected?					
8	Do alarm systems show active and operating, and are pull stations and alarm panels unobstructed?					
Mechanical and Utility Systems		Yes	No	NA	Priority	Comments
9	Are electrical panels and utility shutoff switches unobstructed, labeled or identified, and protected from tampering?					
10	Are electrical wiring systems in good condition; and is wiring free of damage or improper usage?					
11	Are electrical power cords and extension cords properly placed and free from damage?					

<b>Chemicals and Chemical Storage</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Comments</b>
12	Are hazardous chemicals properly stored?				
13	Are all containers holding hazardous materials properly labeled with the chemical name and an appropriate hazard warning?				
<b>Housekeeping and Storage Practices</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Comments</b>
14	Are storage areas uncluttered with 3 foot aisles; is overhead storage, secured 24" clearance to the ceiling and sprinkler heads cleared by 18"?				
15	Are mechanical and electrical utility rooms free of inappropriate storage?				
16	Are restrooms free of storage?				
<b>General Conditions – Other</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Comments</b>
17	Poster titled "Report Suspected Child Abuse and Neglect" is visible on site?				
18	Are safety posters visible in each staff room and workroom?				
19	Is the site free of graffiti or other signs of vandalism?				
20	Are other general conditions free of apparent hazards or concerns?				
<b>Classrooms</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Comments</b>
21	Are extension cords used only temporarily, and unplugged each evening?				
22	Are exits clear and easily accessible by everyone in the room?				
23	Are walls and windows not covered by more than 50% with paper coverings and decorations?				
24	Are all containers properly labeled including spray bottles?				
25	Are emergency flip chart, go bag and evacuation route posted?				
<b>Playgrounds (elementary only)</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Comments</b>
26	Is there any obvious damage to playground equipment, cuts in swing seats, breaks on slides, protruding bolts?				
27	Is surfacing in good shape, wood chips at an appropriate depth, unitary surfacing soft, flexible and without damage?				

PLEASE ADD ADDITIONAL NOTES ON BACK OF SHEET