**WORKPLACE INSPECTION CHECKLIST PLAYGROUNDS, SPORTS & PLAY AREAS**

*To be customised to suit specific site environment.*

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME OF WORKSITE****:** |  | **DATE:**  |  |
| **AREA INSPECTED:**  |  | **INSPECTED BY:**  |  |
| **Soft Fall** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Is the soft fall around equipment adequate with a soft fall depth of 300 mm minimum? | [ ]  | [ ]  | [ ]  |       |
| If the soft fall material checked daily for broken glass, sticks, needles, and animal excreta daily? | [ ]  | [ ]  | [ ]  |       |
| Is the soft fall material in good condition? | [ ]  | [ ]  | [ ]  |       |
| Is the soft fall contained so it can’t be scattered / thinned out? | [ ]  | [ ]  | [ ]  |       |
| **Main Structures** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Are all bolts in place and secure? | [ ]  | [ ]  | [ ]  |       |
| Are all structures free from exposed bolt ends? | [ ]  | [ ]  | [ ]  |       |
| Are all structures free of exposed nail heads? | [ ]  | [ ]  | [ ]  |       |
| Are all chains and / or ropes secure in and in good condition? | [ ]  | [ ]  | [ ]  |       |
| Is the playground area clear of litter and dangerous objects? | [ ]  | [ ]  | [ ]  |       |
| Are timber structures / posts in good condition and free of excessive warping, visible cracks and splinters? | [ ]  | [ ]  | [ ]  |       |
| If stainless steel construction are these shaded or alternate controls? | [ ]  | [ ]  | [ ]  |       |
| **Sandpit** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Is the sandpit clear of dangerous objects and weeds? | [ ]  | [ ]  | [ ]  |       |
| Is the sand raked over daily to remove objects such as broken glass, needles, sticks, needs and animal excreta? | [ ]  | [ ]  | [ ]  |       |
| **Swings & Slides** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Are surfaces of slides free from rust? | [ ]  | [ ]  | [ ]  |       |
| Are chains on swings secure and any S hooks closed to avoid entanglement? | [ ]  | [ ]  | [ ]  |       |
| Are the S hooks and other connections free from wear in good condition? | [ ]  | [ ]  | [ ]  |       |
| Are chain links too small to trap fingers? | [ ]  | [ ]  | [ ]  |       |
| Are there guardrails provided on high slippery slides?  | [ ]  | [ ]  | [ ]  |       |
| Are the swings lubricated regularly? | [ ]  | [ ]  | [ ]  |       |
| Are surfaces of slides free from rust? | [ ]  | [ ]  | [ ]  |       |
| Are chains on swings secure and any S hooks closed to avoid entanglement? | [ ]  | [ ]  | [ ]  |       |
| **General Sports & Play Areas** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Hard surfaces free of cracks, holes projections & other hazards likely to cause slips or trips? | [ ]  | [ ]  | [ ]  |       |
| Grass areas even & well maintained, free of hazards likely to cause trips or slips? | [ ]  | [ ]  | [ ]  |       |
| Playing surface free from hazardous objects? | [ ]  | [ ]  | [ ]  |       |
| Goal posts in good condition? | [ ]  | [ ]  | [ ]  |       |
| Goal post padding in good condition? | [ ]  | [ ]  | [ ]  |       |
| Area surrounding perimeter of designated sporting area e.g. basketball court free of hazardous objects? | [ ]  | [ ]  | [ ]  |       |
| Drainage adequate? | [ ]  | [ ]  | [ ]  |       |
| **Other:** |
|       |
|       |
|       |
| **Corrective Actions** |
| Complete action plan below to implement additional controls strategies needed to further minimise the risk. |
| List the corrective actions | Priority(H, M, L) | By Whom | By When |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.       |       |       |       |