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

*To be customised to suit specific site environment.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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:** | | | | | | | | |
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| **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. | |  | |  | | | |  |