

Offices, Classrooms, Hallways	
School:	
Date:	
Inspector:	NOTES
Computer workstation ergonomics	
Lighting	
Falling hazards (loose light covers etc)	
Electrical outlets	
Extension cord usage	
Slip/fall hazards	
Vending machines	
Storage shelves	
Fire plan located in highly visible location in the office.	
Fire evacuation plans posted in all classrooms	
Paper on classroom walls does not exceed 20%	
Paper on hallway walls does not exceed 5%	
No paper on classroom doors	
Exits are not blocked	
No exposed wiring.	
Washrooms are cleaned regularly. No slip hazards	
Storage rooms equipped with smoke/heat detectors	
Access to boiler/fan rooms is restricted	
Boiler/fan rooms are locked	
Emergency exits are not held open by wedges	
Food is stored in sealed containers... All locations.	
Paper cutters are not accessible to children.	
Missing/stained ceiling tiles must be replaced.	
Other	Summary

Theatre Inspection	
School:	
Date:	
Inspector:	NOTES
A "Theatre Safety Guideline" is in place.	
Emergency announcements are made prior to performances	
No additional seating is used	
A seating plan has been developed for non-fixed seating	
Exits are never blocked	
Curtains are flame resistant	
Emergency lights are operational	
Exits (exit lights work, exits are not blocked)	
Other	Summary

Science Labs	
School:	
Date:	
Inspector:	NOTES
Flammable storage cabinets	
Acid/corrosive storage cabinets	
Secondary spill containment trays are used	
Fume hoods are certified for use.	
Chemicals are not stored in fume hoods	
Condition of shelving	
Chemicals are labeled according to WHMIS protocols	
First aid kit contents	
PPE is available and is used.	
An accurate chemical inventory exists.	
MSDS are available for all chemicals	
Safety carriers are used for concentrated acids	
A chemical spill kit and spill clean-up procedures exist	
Eyewash station inspection tag is current.	
Other	Summary

Industrial Vocational Arts	
School:	
Date:	
Inspector:	NOTES
Safe work zones	
Hazard ID (yellow or red paint or signs to identify cutting, crushing, abrasive, or pinch hazards.	
Eyewash station inspection tag is current.	
First aid kit content	
Fire extinguishers have been inspected	
Emergency shut-offs are accessibl	
Guards are always used on all machines..no exceptions	
Large kitchen knives are stored properly	
Kitchen fire suppression systems have been inspected	
Paint booth fire suppression systems have been inspected	
Vehicle hoist inspections are current. Check label and log books	
Carbon Monoxide detectors have been inspected	
Shops working on vehicles must have a fuel transfer unit	
Eyewash station inspection tag is current	
Compressed gas cylinders are secured from falling	
Fume extractors, dust collectors are working properly	
All dust-producing machinery is connected to a dust collector in the wood shop	
Safe work procedures are available for all machines	
Training records are kept for all machines.	
Safety signs are used to reind students of shop rules	
PPE is available and is used	
PPE is located in a highly visible location	
Eye Protection MUST be worn when ever machines are used.	
Electrical panels must be locked at al times	
Air hoses are stored properly	
Lumber and other supplies are stored on heavy-duty racks	
The shop is clean and tidy	

Tools are stored away when not in use. Oily rags are kept in a self-closing metal container	
The shop has a written housekeeping policy	
Other	Summary

Gym Inspection	
School:	
Date:	
Inspector:	
General	NOTES
Lighting	
Falling hazards (loose light covers etc)	
Tripping hazards (protruding floor sockets etc)	
Electrical panel	
Guards on clocks etc	
Padding on corners and volleyball posts.	
Exits (exit lights work, exits are not blocked)	
Emergency equipment (extinguishers, first aid kits	
"In Case of Fire" sign is posted.	
Gym occupancy load sign is posted.	
Gymnasium dividers/curtains	
Walk-draw gym divider	
Roll-up gym divider	
Fold-up Gym divider	
Bleacher/seating	
Equipped with pull-out handles	
Condition of seats	
Operation of rollers,drive chains and hinges.	
Fill all gear boxes with 80-90 weight gear oil	
Hardware (nuts, bolts etc)	
Stage	
Condition of theatre curtains	
Basketball	
Hoop attachment	
Backboard condition (cracks, splits etc)	
Frame apparatus (securely attached to wall)	
Winch block	
Pulley system operataion	
Check for frayed wires.	
Wall padding behind basketball net	
Five year check performed (note date)	

Climbing frame	
Condition of frame components (bends, splinters etc)	
Nails, nuts and bolts (should be tight, not protruding)	
Stability	
Ease of operation	
Cargo net	
Anchoring system	
Condition of net	
Climbing ropes	
Condition (attached securely, fraying etc)	
Scoreboard	
Protecton screen should be in place	
Scoreboard is securely attached.	
Other	Summary

Weight rooms	
School:	
Date:	
Inspector:	
Multi-gyms	NOTES
Condition of frame, welds, weight plates	
Condition of guide rods, pulleys, cables, belts,bolts.	
Condition of shock absorbers (if present)	
Incline/decline/military etc benches	
Condition of moving parts	
Stability	
Integrity of all padding	
Stationary racks	
Check for broken welds, worn parts, missing or loose hardware	
Condition of weight rooms mirrors	
Electrical wiring on treadmills etc	
Emergency stop devices are used	
Tripping hazards	
Adequate rooms between equipment	
Activities are monitored	
Rules are posted	
Other	Summary

Service rooms	
School:	
Date:	
Inspector:	NOTES
Electrical panels have 39" clearance zone	
Eyewash station inspection tag is current	
Timers have guards	
Fans and pulleys are fitted with guards	
Crawlspace entry hatch precautions are posted	
Crawlspace entry hatchlogs are current	
Fire protection systems have been inspected.	
Deficiencies in fire inspection report have been corrected.	
Cleaning chemicals are labeled as per WHMIS protocols.	
MSDS are available	
Asbestos survey is up-to-date. All ACM's are listed in GOOD condition.	
Other	Summary

Lifts, slings, change tables	
School:	
Date:	
Inspector:	
Lifts	NOTES
Sling bar condition	
Safety latch condition	
Unit raises and lowers properly	
Base-width adjustment works properly	
Emergency lowering feature works properly	
Slings/Vests	
Condition of fabric, straps, seams, and loops.	
Safe work procedures have been developed.	
Users have received training	
Change tables	
Check the table for smooth operation	
Check pneumatic cylinders for leakage	
Check cleanliness	
A Safe lifting environment program is in place	
Other	Summary

Contents of a first aid kit

Qty	Units	Product Name
25	EA	Alcohol Prep Pads
1	EA	Bandage Scissors, Stainless Steel - 14 cm (5-1/2")
2	EA	Compress (Pressure) Bandage, Regular, Sterile - 10.8 x 8.9 cm (4-1/4" x 3-1/2")
16	EA	Gauze Pads, Sterile - 7.6 x 7.6 cm (3" x 3")
1	EA	Instant Cold Pack, Small - Each
1	EA	Nickel Plated Splinter Forceps
4	EA	Non-Adherent Absorbent Pads, Sterile - 7.6 x 10.2 cm (3" x 4")
32	EA	Plastic Bandages, Sterile - 2.5 x 7.6 cm (1" x 3")
2	RL	Safecross Conforming Bandage Rolls, Non-Sterile, Individually Wrapped - 10.2 cm (4")
1	RL	Safecross Elastic Dressing Strips, Heavy Weight Fabric - 7.6 cm x 0.9 m (3" x 1 yd)
1	EA	Safecross Pocket Guide to Essential First Aid & Emergency Care
2	RL	Safecross Rubber Elastic Bandage - 7.6 cm (3")
1	PKG	Safety Pins, Assorted Sizes, 12/Pack
1	EA	Single-Use Safecross CPR Protective Device with Viral & Bacterial Filter
1	EA	Surgitube Tubular Gauze Bandages - Size 0 or 1, 1.6 cm (5/8"), with Applicator
3	EA	Triangle Bandage, Compressed
1	PKG	Vinyl Medical Examination Gloves, Size Large, 1 Pair/Resealable Pack
2	RL	Waterproof Clear Tape - 2.5 cm x 2.3 m (1" x 2-1/2 yds)
1	PKG	CPR Device, with One-Way Valve
1	EA	First Aid Kit Container, 24 Unit Plastic, With Standard Image