



SAMPLE CNC SPACE SAFETY CHECKLIST

The space safety check will be completed prior to each short term session when the CNC space is used by others, and at least once per month for Long Term and Combined CNC.

Item's to Check

- ☐ All changes required in the Space Approval Form have been made.
- ☐ Emergency information in the Space Approval Form is complete.
- ☐ Pathways to emergency exits sites are clearly marked and free of obstruction.
- ☐ Staff has direct access in an emergency to reliable communications equipment.
- ☐ The space and its contents are arranged to promote the safety of the children.
- ☐ The space is clean and tidy.
- ☐ The space is well ventilated.
- ☐ The space is a comfortable temperature for a child (generally between 18-24 C in summer, 20-28 C in winter).
- ☐ The space has sufficient light for activities and supervision.
- ☐ Water temperature is appropriate for use by a child.
- ☐ The washroom is clean and stocked with appropriate materials.
- ☐ Tables, chairs and furnishings for the children are clean and sanitized.
- ☐ Windows that are accessible to a child cannot be opened more than 10cm.
- ☐ Hot water pipes and heating units that pose a threat are inaccessible to a child.
- ☐ No loose or exposed electrical wires are accessible to a child.

DECEMBER 2012





- ☐ No electrical equipment, appliances or cords that pose a threat are accessible to a child.
- ☐ The placement and amount of furniture, equipment, appliances and supplies do not pose a hazard to the children.
- ☐ All potentially dangerous substances or poisonous plants are inaccessible to a child.
- ☐ No balloons, whether inflated or deflated, are in the CNC space.
- ☐ Unused electrical outlets within reach of a child under 6 years old have covers.
- ☐ All potentially dangerous objects are inaccessible to children according to their ages and abilities.
- ☐ Strings and cords long enough to encircle a child's neck are inaccessible to a child under 6 years.
- ☐ All play materials and equipment are in good condition.
- ☐ All play materials and equipment are clean and sanitized.
- ☐ The area around and under equipment such as climbers offers protection for the children.
- ☐ Staff have access to at least one fully-stocked first aid kit.
- ☐ Sleeping equipment for a child under 19 months is free of soft bedding pillows and soft toys.
- ☐ Outdoor play equipment is free from hazards and meet current CSA standards.
- ☐ The space appears to be free of any hazard(s) that would threaten the safety of a child.