

PLAYGROUP NSW HEALTH & SAFETY PARK INSPECTION CHECKLIST

To be used at the beginning of each playgroup meeting at a park. Form updated 24/03/2022

| PREMISES | | | | | |
|--|------------------------------|------------------------------|-------------------------------|----------------------------|-----------|
| Playgroup Name | | Location | | | |
| Inspected By | | Date of Inspection | | | |
| Element | Assessment | | | Description and resolution | Follow up |
| Outdoor Play Area | | | | | |
| Gates are secure | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Grounds are free from hazards | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Ground surfaces – protective surfacing/fall protection/soft fall is in good condition and clear of rubbish | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Sandpit is clean and kept covered | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Any water bodies around group location are identified, fenced and precautions are in place to ensure 1 adult to 1 child supervision in those immediate areas | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Shaded area for outdoor play activities | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Shade sail is in good repair | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Existing play equipment is safe and in good condition (free from rust, splinters, rot, wear, sharp edges, protrusions, hooks) | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| UV cream and hats are worn for outdoor play | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| No dangerous insects, animals, poisonous plants and/or irritants | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Identify any metal surfaces that could heat in summer and cause burns to children's bare feet. These should be identified, and the council advised | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Children are always supervised | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| RECOMMENDATIONS | | | | | |
| First aid kit including ice pack and gloves | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |
| Running water / amenities | <input type="checkbox"/> yes | <input type="checkbox"/> n/a | <input type="checkbox"/> no ► | | |

