

Daily Safety Check Educators

NQS Element 2.1.2 Health practices and procedures

NQS Element 2.2.1 Supervision

NQS Element 3.1.2 Upkeep

(There's also a daily safety check template for each day of the week.)

Name Educator 1	
Name Educator 2	
Name Educator 3	
Name Educator 4	
Name Educator 5	

E = **Embedded** I do that **ALL** the time

K = I **know** I need to do that, but I don't do it all the time

T = Please **teach** me how to do it or improve my understanding of why I need to do it.

ED1 ED2 ED3 ED4 ED5

Outside – Do you ensure:	ED1	ED2	ED3	ED4	ED5
Dangerous/sharp objects removed eg glass, broken windows, syringes?					
Dangerous items inaccessible to children eg power tools, screwdrivers?					
Sharp surfaces smoothed or children's access to them blocked eg protruding screws, splintered wood, sharp edges?					
Garbage inaccessible to children?					
Hazardous storage area locked?					
Sharp/poisonous/allergy causing plants removed?					
Dangerous animals or insects eg wasps, redback/funnel web spiders, snakes removed?					
Broken equipment removed?					
Equipment safe, secure and balanced					
Objects which children may use to climb over fence removed?					
No access under centre ?					
Fly screens secure?					
Environment clean and tidy, rubbish removed?					
Floors, stairs, steps, paths are non-slip?					
Loose fill materials are deep enough?					
Sandpit clean with no animal poo or sharp objects?					
Tyres or other equipment have no water or spiders in them					
Softfall clean and free of debris					
Inside – Do you ensure:					
Dangerous items inaccessible to children eg knives, scissors?					
Children's artwork away from fans and heaters?					
Doors unbroken and have finger jam protectors?					
Hazardous chemicals, medicines, knives stored in locked cupboards?					
Broken equipment or resources removed?					
Trip hazards removed eg curling mats?					
Hot drinks are out of children's reach?					
Kitchen, laundry, storage areas inaccessible to children without supervision?					
Cleaner's cupboard locked?					
Employee personal possessions inaccessible to children eg bags?					
Barriers age appropriate, child proof, self-locking?					



Emergency evacuation diagram/procedures displayed and fire equipment accessible/operational?					
First aid kit in correct place?					
Floors, stairs, mats and rugs are non-slip?					
Furniture and equipment secure and safe eg no tip-over hazards?					
Heaters /fans guarded and inaccessible to children?					
Room layouts show clear exit paths ?					
Hygienic environment throughout service?					

Actions required