



Indoor Safety Nominated Supervisor

NQS Element 2.2.1 Supervision

NQS Element 3.1.1 Fit for purpose

NQS Element 3.1.2 Upkeep

Name of the person conducting the checklist: _____ Date: _____

Equipment and Facilities

Is there safe access into and within Service for children and adults, including those with disabilities eg no hazards for wheelchairs or those with impaired sight, hearing or mobility? Yes No NA

Does all indoor equipment comply with the Australian Standards? Yes No NA

Are heaters using combustible materials ducted outside? Yes No NA

Is there adequate ventilation if gas heaters are used? Yes No NA

Has all equipment and resources been evaluated for pinch points and sharp areas? Yes No NA

Are all floors, steps etc non-slip? Yes No NA

Are all floors non-porous for easy cleaning? Yes No NA

Is safety glass installed according to Australian Standards on all glass doors and windows accessible to children, and safety decals on both sliding doors and plate glass doors at child and adult eye level? Yes No NA

Do all toys meet Australian safety standards, are they age appropriate, regularly cleaned and non-toxic? Yes No NA

Are there barriers to balconies, stairways, kitchen, bathroom, laundry, garage, other levels in the Service, front and back garden? Yes No NA

Are all heaters, coolers, fireplaces, stoves, microwaves, power points, and office equipment inaccessible to children? Yes No NA

Are all steps stable and non-slippery? Yes No NA

Are there lockable cupboards for the storage of hazardous substances and equipment? Yes No NA

Hygiene

Is all equipment and fittings (including lights) maintained in a safe and clean condition at all times? Yes No NA

Actions required