



Childcare Facility Safety & Maintenance Checklist

Safe Spaces. Smiling Faces.

Walk your facility. Any unchecked item is a potential safety or compliance risk.

Facility Name:

Completed By:

Date of Inspection:

Interior — Classrooms & Common Areas

- Doors open, close, and latch properly
- Lighting adequate — no flickering or burnt bulbs
- Flooring free of cracks or trip hazards
- Electrical Outlets covered and childproofed
- Windows open, close, and lock correctly
- Walls free of peeling paint or mold
- Furniture stable and secured where needed
- HVAC filters recently changed, vents clear
- Smoke & CO detectors present and tested
- Fire extinguishers mounted and in date
- Emergency exits clearly marked and illuminated

Bathrooms

- Faucets functional — no drips or leaks
- Hot water temperature regulated
- Toilets flush properly, no cracks or leaks
- Drains clear and draining efficiently
- Ventilation fan operational
- Floors are free of loose tiles
- No mold or water damage on walls/ceiling

Doors, Gates & Entry Points

- Main entry door locks and self-closes
- Exterior doors have working hardware
- Keypad/buzzer entry functioning
- Playground gates latch and lock correctly
- Door closers calibrated — not slamming

Exterior & Playground

- Perimeter fencing intact — no gaps or rust
- Playground inspection has been completed
- Ground cover adequately even
- Exterior lighting functional
- Walkways check for cracks or uneven surfaces
- Adequate drainage — no standing water
- Signage legible and properly mounted

Compliance & Safety

- Fire alarm tested and within inspection date
- Evacuation plan posted per requirements
- First aid kits stocked and accessible
- Pest control — no infestation
- Water damage identified and addressed
- Last licensing inspection items resolved
- Maintenance request log actively reviewed

General Maintenance

- No deferred repairs older than 30 days
- Caulking around windows and sinks intact
- Cabinet hinges and drawers are functioning
- Ceiling tiles free of stains or sagging
- No evidence of water intrusion
- A reliable maintenance partner is on call

Additional Notes