

DAILY/WEEKLY CHECKLIST FOR OVERTON PLAYINGFIELD PLAY AREAS AND EQUIPMENT

		Yes	No	Remedial Action Required?	Action Taken by Whom?
GENERAL	Are fences secure and complete without any protrusions?	y			
	Are pathways undamaged and free from obstructions?	y			
	Is the site free from litter, glass or any other dangerous object?	y			
	Is the site and surrounding areas free from animal fouling?	y			
	Do nearby trees appear to be in good condition and not likely to fall?	n		Lots of rotten branches in a couple of the small trees along the Wrexham road	
ANCILLARY ITEMS	Are all seats and benches undamaged and in good order?	n		A couple of seat slats need replacing in the picnic table benches.	
	Are litter bins secure and undamaged?	y			
	Have the bins been emptied?	y			
	Is the planting safe and undamaged?	y			
SURFACING	Are safety surfaces undamaged and free from any trip hazards?	y			
	Are loose-fill surfaces level, at least 300mm deep and without rubbish or fouling?	N		The bark under the single slide and the swings needs replenishing.	
	Is safety surfacing level with surrounding ground and not causing trip hazards?	Y			
	Are there weeds present?	N			
	If surfacing is grass – is it in good condition without undue wear?	Y			
ALL EQUIPMENT	Are all supports present, secure and free from decay at ground level?	N		See below ref. agility trail	
	Is all timber and metal work undamaged and free from corrosion?	N		See below	
	Are supports secure in the ground and are all fixings secure?	N		See below 12.7.12: interim check – the supports on the furthest football goal and the circular swing wobble slightly when pushed.	12.7.21 No action needed, monitor for now
	Does equipment work properly and without undue noise?	Y			
SWINGS	Are the chains intact and in good condition with less than 40% wear?	Y			
	Are the swing seats unbroken with no exposed metals?	Y			
	Are the seats fixed securely (with secure centre bar on cradle seats)?	Y			
	Are all bolts present and tight on under the seats?	Y			
	Is the basket on the nesting swing undamaged and all connections secure?	Y			

DAILY/WEEKLY CHECKLIST FOR OVERTON PLAYINGFIELD PLAY AREAS AND EQUIPMENT

SLIDES	Are steps in good condition and not slippery?	y			
	Are handrails secure and in good condition?	y			
	Is the chute securely fixed, undamaged and clear of foreign objects (carefully check under sites of chute)?	y			
ROCKING & SPRING ITEMS	Are all supports and springs present and free from decay at ground level?	y			
	Are ground fixings secure without undue movement?	y			
	Does the item move smoothly and noiselessly?	y			
	Where chains and ropes are present, are they secure and in good condition?	y			
CLIMBING & AGILITY ITEMS	Are all supports present and secure and free from decay at ground levels?	n		The agility trail is in need of renewal as there is evidence of rot on many uprights and one of the beams is now unsafe. I have been and taped off the rotten beam and taken it out of use.	
	Is all timber or metal work undamaged and free from corrosion?	n		See above	
	Are all the bars in place, securely fixed and any tube ends plugged?	y			
	Are any overhead bars/rings all present, securely fixed and bars do not rotate?	y			
	Are all nuts and bolts secure without any projecting thread?	y			
	Are all screw heads on the train buried and all plastic caps secured?	y			
	Is the tension on the activity net sufficient? (it should be quite stiff)	y			
CABLE RUNWAYS	Are all supports present, secure and free from decay at ground level?	y			
	Is all timber or metal work undamaged and free from corrosion?	y			
	Are the supports secure in the ground and take off platforms in good condition?	y			
	Is the cable in good condition and securely fixed at each end?	y			
	Does the trolley move easily and noiselessly and are guards intact?	y			
	If hand grips are present, are they in good condition?	y			
BRIDGES	Is there a gap opening at the ends which children can slip through?	n			
	Are bridge slats all present, secure and evenly spaced?	y			
	Are all fixings secure and in good condition?	y			
	Are chains and ropes secure without undue wear?	y			
DEFIB	Check the green light is on – report to Clerk immediately if the light is off.	y			

**DAILY/WEEKLY CHECKLIST FOR OVERTON PLAYINGFIELD
PLAY AREAS AND EQUIPMENT**

RECORDING:		
	Yes	No
1. Have all the above faults been reported to the relevant person?	y <input type="checkbox"/>	<input type="checkbox"/>
2. Has action been taken on previous faults	y <input type="checkbox"/>	<input type="checkbox"/>

Inspection carried out/completed by:	
Print Name:	Charlotte Copeman
Signed:	Charlotte Copeman
Date:	12/07/2021