

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?		✓ <i>late Springs barrier open.</i>	
	Are pathways undamaged and free from obstructions?	✓		
	Is the site free from litter, glass or any other dangerous object?	✓		
	Is the site and surrounding areas free from animal fouling?	✓		
	Do nearby trees appear to be in good condition and not likely to fall?	✓		
	Are all seats and benches undamaged and in good order?	✓		
	Are litter bins secure and undamaged?	✓		
	Have the bins been emptied?	✓		
	Is the planting safe and undamaged?	✓		
	Are safety surfaces undamaged and free from any trip hazards?	✓		
SURFACING	Are loose-fill surfaces level, at least 300mm deep and without rubbish or fouling?	✓		
	Is safety surfacing level with surrounding ground and not causing trip hazards?	✓		
	Are there weeds present?		✓	
	If surfacing is grass – is it in good condition without undue wear?			
	Are all supports present, secure and free from decay at ground level?	✓		
	Is all timber and metal work undamaged and free from corrosion? / <i>ROT</i>	✓		
	Are supports secure in the ground and are all fixings secure?	✓		
ALL EQUIPMENT	Does equipment work properly and without undue noise?	✓		
	Are the chains intact and in good condition with less than 40% wear?	✓		
SWINGS	Are the swing seats unbroken with no exposed metals?	✓		
	Are the seats fixed securely (with secure centre bar on cradle seats)?	✓		
	Are all bolts present and tight on under the seats?	✓		
	Is the basket on the nesting swing undamaged and all connections secure?	✓		
	Are steps in good condition and not slippery?	✓		
	Are handrails secure and in good condition?	✓		
	Is the chute securely fixed, undamaged and clear of foreign objects (carefully check under sites of chute)?	✓		
SLIDES	Are all supports and springs present and free from decay at ground level?	✓		
	Are ground fixings secure without undue movement?	✓		
	Does the item move smoothly and noiselessly?	✓		
	Where chains and ropes are present, are they secure	✓		
	ROCKING & SPRING ITEMS			