

DAILY/WEEKLY CHECKLIST FOR OVERTON PLAYINGFIELD PLAY AREAS AND EQUIPMENT

Page 1		Yes	No	Remedial Action Required?	Action Taken by Whom?
GENERAL	Are fences secure and complete without any protrusions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are pathways undamaged and free from obstructions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the site free from litter, glass or any other dangerous object?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the site and surrounding areas free from animal fouling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Do nearby trees appear to be in good condition and not likely to fall?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ANCILLARY ITEMS	Are all seats and benches undamaged and in good order?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are litter bins secure and undamaged?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Have the bins been emptied?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the planting safe and undamaged?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
SURFACING	Are safety surfaces undamaged and free from any trip hazards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See notes	
	Are loose-fill surfaces level, at least 300mm deep and without rubbish or fouling?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is safety surfacing level with surrounding ground and not causing trip hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are there weeds present?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	If surfacing is grass – is it in good condition without undue wear?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ALL EQUIPMENT	Are all supports present, secure and free from decay at ground level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is all timber and metal work undamaged and free from corrosion?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See notes	
	Are supports secure in the ground and are all fixings secure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Does equipment work properly and without undue noise?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
SWINGS	Are the chains intact and in good condition with less than 40% wear?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are the swing seats unbroken with no exposed metals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are the seats fixed securely (with secure centre bar on cradle seats)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are all bolts present and tight on under the seats?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the basket on the nesting swing undamaged and all connections secure?	<input type="checkbox"/>	<input type="checkbox"/>	N/A presently	
SLIDES	Are steps in good condition and not slippery?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are handrails secure and in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the chute securely fixed, undamaged and clear of foreign objects (carefully check under sites of chute)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

PLAY AREAS AND EQUIPMENT

Page 2		Yes	No	Remedial Action Required?	Action Taken by Whom?
ROCKING & SPRING ITEMS	Are all supports and springs present and free from decay at ground level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are ground fixings secure without undue movement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Does the item move smoothly and noiselessly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Where chains and ropes are present, are they secure and in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
CLIMBING & AGILITY ITEMS	Are all supports present and secure and free from decay at ground levels?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is all timber or metal work undamaged and free from corrosion?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are all the bars in place, securely fixed and any tube ends plugged?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See notes	
	Are any overhead bars/rings all present, securely fixed and bars do not rotate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See notes	
	Are all nuts and bolts secure without any projecting thread?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are all screw heads on the train buried and all plastic caps secured?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the tension on the activity net sufficient? (it should be quite stiff)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
CABLE RUNWAYS	Are all supports present, secure and free from decay at ground level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is all timber or metal work undamaged and free from corrosion?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are the supports secure in the ground and take off platforms in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Is the cable in good condition and securely fixed at each end?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Does the trolley move easily and noiselessly and are guards intact?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	If hand grips are present, are they in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
BRIDGES	Is there a gap opening at the ends which children can slip through?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Are bridge slats all present, secure and evenly spaced?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are all fixings secure and in good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Are chains and ropes secure without undue wear?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

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

Inspection carried out/completed by:	
Print Name:	LYNCH
Signed:	Signed digitally
Date:	8 Sep 21