



HEALTH AND SAFETY MONITORING CHECK

Month: _____ Year: _____ Center: _____

Opening Daily Checklist – (prior to children’s arrival) <i>(Teacher Initials)</i>	
Completed Daily	
Check menus/Health Alerts for any food allergies.	
Two bleach water solutions made, labeled, and dated.	
Refrigerator thermometer is visible and set to 40 degrees or less.	
Freezer thermometer is visible and set to 0 degrees or less.	
The outdoor play area is arranged so that no child can leave the premises or get into unsafe or unsupervised areas.	
Playground is in good repair and safe condition (e.g. adequately secured to ground, soft falling surface, free of sharp edges and debris)	
Comments: (Include items that need to be addressed in this area.)	
Closing Daily Checklist – (after children leave) <i>(Teacher Initials)</i>	
Completed Daily	
Tables, sinks and toilets are cleaned and sanitized daily (if not done by custodian).	
Toothbrushes are cleaned and allowed to air dry. (Dispose of splayed toothbrushes and those of ill children.)	
Toys requiring attention (dirty, “mouthed,” etc.) are sanitized and allowed to air dry.	
All food in refrigerator is labeled and dated and refrigerator is cleaned out weekly.	
Comments: (Include items that need to be addressed in this area.)	
Monthly Teacher Checklist <i>(Teacher Initials)</i>	
Stand up diapering procedure posted/or in changing backpack and supplies are stocked.	
Emergency lighting is accessible and working.	
Comments: (Include items that need to be addressed in this area.)	

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Month: _____ Year: _____ Center: _____

Monthly Supervisor Checklist (Supervisor Initials) Completed during class time.	
Two bleach water solutions made, labeled, and dated.	
Furniture, toys and classroom materials are safe, durable and kept in good condition.	
Caregivers' scissors, knives and other sharp objects are stored out of the reach of children.	
Active Supervision is observed during indoor and outdoor time.	
Adult purses and bags are stored and inaccessible to children.	
Poisons/chemicals are stored in a location inaccessible to children.	
Electrical outlets are childproofed.	
Safety drills completed and Safety and Evacuation Plan updated.	
Daily opening and closing checklists are completed.	
Menus posted with substitutions and temperatures noted.	
Health Alerts and Pick-up alerts are clear, current and understandable.	
First Aid/CPR/Food handler's Permits current and posted.	
Comments: (Include items that need to be addressed in this area.)	

Monthly Family Advocate Checklist (Family Advocate Initials)	
Health Alerts and Pick-up Alerts are current, clear and understandable.	
Medications are properly labeled, locked (with exception to rescue meds.) and out of reach of children.	
Health and Safety Labels are posted.	
Emergency numbers, disaster plans, evacuation routes, first flip chart posted.	
Location of disaster kit is known and food is not expired.	
First aid kit and backpack are checked and restocked.	
Comments: (Include items that need to be address in this area.)	
Monthly Family Checklist (Family Initials)	
Children's equipment is safe with no sharp edges or tripping hazards.	
Monthly fire safety and quarterly disaster drills are completed.	
Poisons/chemicals are stored inaccessible to children.	
Electrical cords are out of the reach of children and are not frayed.	
Hot water pipes, room heating units are insulated/covered and/or inaccessible to children.	
Exits are clear and clearly marked.	
Adult purses and bags are stored and inaccessible to children.	
Outdoor play area is in good repair, safe, and free of debris.	
Comments: (Include items that need to be addressed in this area.)	