**WORKPLACE INSPECTION CHECKLIST PLAYGROUNDS, SPORTS & PLAY AREAS**

*To be customised to suit specific site environment.*

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| **NAME OF WORKSITE****:** |  | **DATE:**  |  |
| **AREA INSPECTED:**  |  | **INSPECTED BY:**  |  |
| **Soft Fall / Matting** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Is the soft fall around equipment adequate with a soft fall depth of 200mm minimum if existing, or 300mm if newly installed? | [ ]  | [ ]  | [ ]  |       |
| Is the soft fall above the concrete footings of posts a minimum of 400mm or 200mm if the concrete is chamfered is in place? | [ ]  | [ ]  | [ ]  |       |
| No foreign material such as rocks, broken glass, sticks, needles, and animal excreta etc.? | [ ]  | [ ]  | [ ]  |       |
| Is the soft fall material in good condition? | [ ]  | [ ]  | [ ]  |       |
| Is the soft fall contained so it can’t be scattered / thinned out? | [ ]  | [ ]  | [ ]  |       |
| Is matting undamaged, provides complete coverage? | [ ]  | [ ]  | [ ]  |       |
| Has the matting been dropped tested in the last 3 years? | [ ]  | [ ]  | [ ]  |       |
| **Main Structures** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Is a compliance plate fitted or records available to support compliance to Australian Standards? | [ ]  | [ ]  | [ ]  |       |
| Structures are clean and free of insect infestation? | [ ]  | [ ]  | [ ]  |       |
| Are all bolts in place and secure? | [ ]  | [ ]  | [ ]  |       |
| Are all structures free from exposed bolt ends, with no burrs (<8mm or covered)? | [ ]  | [ ]  | [ ]  |       |
| Are all structures free of exposed nail / screw heads? | [ ]  | [ ]  | [ ]  |       |
| Are all chains and / or ropes secure and in good condition (no fraying or other damage)? | [ ]  | [ ]  | [ ]  |       |
| Is the playground area clear of litter and dangerous objects? | [ ]  | [ ]  | [ ]  |       |
| Are timber structures / posts / attached equipment in good condition and free of rust, excessive warping, visible cracks, sharp edges and splinters etc.? | [ ]  | [ ]  | [ ]  |       |
| If movement in structure, are posts free of rust or rot where they connect with the dirt or concrete foundation? | [ ]  | [ ]  | [ ]  |       |
| Where access is possible below equipment, no sharp edges, protrusions etc. are in place? | [ ]  | [ ]  | [ ]  |       |
| If stainless steel construction or materials, are these shaded or alternate controls? | [ ]  | [ ]  | [ ]  |       |
| If flying foxes or similar in place contact your Safety Business Partner for assistance. | [ ]  | [ ]  | [ ]  |       |

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| **Sandpit** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Is the sandpit clear of dangerous objects and weeds? | [ ]  | [ ]  | [ ]  |       |
| Is the sand raked over daily (if uncovered or at an early learning centre) weekly (if covered) to remove objects such as broken glass, needles, sticks, needs and animal excreta? | [ ]  | [ ]  | [ ]  |       |
| **Swings & Slides** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Are surfaces of slides in good condition, undamaged and free from rust? | [ ]  | [ ]  | [ ]  |       |
| Are chains on swings secure and any ‘S’ hooks closed?  | [ ]  | [ ]  | [ ]  |       |
| Are the ‘S’ hooks, chain links and other connections free from excessive wear and in good condition, <40% wear? | [ ]  | [ ]  | [ ]  |       |
| Are there guardrails provided on high slippery slides?  | [ ]  | [ ]  | [ ]  |       |
| Are the swings lubricated regularly? | [ ]  | [ ]  | [ ]  |       |
| Are all steps, rails, slides and seats in place and in good condition? | [ ]  | [ ]  | [ ]  |       |
| Edges of swings, seats etc. are not damaged? | [ ]  | [ ]  | [ ]  |       |
| If stainless steel construction or materials are these shaded or alternate controls? | [ ]  | [ ]  | [ ]  |       |
| **General Sports & Play Areas** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Hard surfaces free of cracks, holes projections & other hazards likely to cause. slips or trips? | [ ]  | [ ]  | [ ]  |       |
| Grass areas even & well maintained, free of hazards likely to cause trips or slips? | [ ]  | [ ]  | [ ]  |       |
| Playing surface free from hazardous objects? | [ ]  | [ ]  | [ ]  |       |
| Goal posts in good condition? | [ ]  | [ ]  | [ ]  |       |
| Goal post padding in good condition? | [ ]  | [ ]  | [ ]  |       |
| Area surrounding perimeter of designated sporting area e.g. basketball court free of hazardous objects? | [ ]  | [ ]  | [ ]  |       |
| Drainage adequate? | [ ]  | [ ]  | [ ]  |       |
| **Associated Infrastructure & Environment** | **Yes** | **No** | **N/A** | **Action / Comments** |
| Gates and lock mechanisms are operational and undamaged? | [ ]  | [ ]  | [ ]  |       |
| Gates and associated components do not have any obvious finger entrapments. (gaps to be >12mm)? | [ ]  | [ ]  | [ ]  |       |
| Fencing, tables, chairs, benches, bins and other type items in good condition? | [ ]  | [ ]  | [ ]  |       |
| Trees of significance have been inspected by an arborist in the last 12 months? | [ ]  | [ ]  | [ ]  |       |
| Near or overhanging trees have no broken, dead or damaged branches? | [ ]  | [ ]  | [ ]  |       |

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| **Other:** |
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| **Corrective Actions** |
| Complete action plan below to implement additional controls strategies needed to further minimise the risk. |
| List the corrective actions | Priority(H, M, L) | By Whom | By When |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.       |       |       |       |