

# MONTHLY PLAYGROUND INSPECTION REPORT

School: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

## INSTRUCTIONS

Playgrounds must be inspected on the first school day of each week. Please fill out this inspection completely – use NA if necessary. Attach any work orders for repairs to this report and note any work completed by the custodial staff in the Comments section. Keep a copy on site and send this form to the Maintenance Department on a weekly basis.

Ground Surfacing	Circle One	Comments
There is at least 12 inches deep resilient ground surface (wood chips) under and at least 6 feet around all play equipment	Y / N / NA	
The area around the fixed equipment and the fall zone is free from foreign objects and obstructions (protruding roots, rocks, drain pipes, etc.)	Y / N / NA	
Concrete supports are covered with at least 12 inches of ground cover	Y / N / NA	
The play chip area is free from collections of standing water	Y / N / NA	
The field is free of holes and uneven surfacing	Y / N / NA	
The blacktop and sidewalks are free of holes, cracks and raised surface over ¼ inch	Y / N / NA	
The grounds are free from litter and glass	Y / N / NA	

## MONTHLY PLAYGROUND INSPECTION REPORT (PG 2)

School: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Play Structures	Circle One	Comments
There are no sharp edges, broken parts, pinching actions or loose bolts	Y / N / NA	
All openings are either less than 3 ½ inches or greater than 9 inches to prevent trapping a child's head	Y / N / NA	
Wood surfaces are in good repair; no splitting, rot, or excessively worn or warped areas	Y / N / NA	
There are no protrusions longer than 1/8" that can catch clothing	Y / N / NA	
All cables, hooks, chains and links are in good repair (no frayed cables, worn hooks, chains and links, etc)	Y / N / NA	
Painted surfaces are smooth and free from chips or peeling paint	Y / N / NA	
Surfacing Type:	Surfacing Depth:	
Moveable backboards (basketball)	Y / N / NA	
Bleachers: Broken or missing boards, fasteners. Bent, broken or cracked support structures, proper tracking of bleachers when extended.	Y / N / NA	

## MONTHLY PLAYGROUND INSPECTION REPORT (PG 3)

School: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Other Fixed Equipment	Circle One	Comments
Soccer goals, ball walls and backstops are securely anchored in the ground and free of protrusions and sharp points	Y / N / NA	
Bike racks, picnic tables and benches are securely anchored and in good repair	Y / N / NA	
Basketball nets are nylon and in good repair	Y / N / NA	
Fence is secure and free from protrusions	Y / N / NA	

### SKETCH LOCATION OF NEEDED REPAIRS

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## MONTHLY PLAYGROUND INSPECTION REPORT (PG 4)

School: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

### COMMENTS/REMARKS

\_\_\_\_\_ Attach work orders for requested repairs

\_\_\_\_\_ Send copy to Maintenance Department

\_\_\_\_\_ Keep copy for custodial records

\_\_\_\_\_  
Inspector's Signature

#### Maintenance Department

Date received \_\_\_\_\_

WO#s assigned \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_