

Playground maintenance checklist

Playgrounds and play equipment can cause very serious injuries if they are not maintained in a safe condition. Playgrounds and play equipment need to be checked and maintained regularly to ensure the health and safety of all students who use them. This checklist provides a guide to what to look for when checking playgrounds and play equipment.

Administration

Yes No

- | | | |
|---|--------------------------|--------------------------|
| 1. Have all previously reported defects been rectified? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have incident records and the hazard register been reviewed to identify hazards? | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments/actions: | | |

Site

Yes No

- | | | |
|--|--------------------------|--------------------------|
| 3. Is the site clear of litter and dangerous objects? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are the trees free from potential falling deadwood and other hazards (e.g. pointed or broken branches at eye height)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is access to the site in good condition and clear of obstruction? | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments/actions: | | |

Swings

Yes No

- | | | |
|---|--------------------------|--------------------------|
| 6. Is the main frame safe and secure? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Are all moving parts in working order? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Are seats and attachments in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Are chains and shackles in good condition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Are all bolts in place and secure? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Are posts treated/painted when necessary to prevent rotting or splintering? | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments/actions: | | |

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Slides

	Yes	No
12. Is the main frame safe and secure?	<input type="checkbox"/>	<input type="checkbox"/>
13. Is the sliding surface clear of obstructions?	<input type="checkbox"/>	<input type="checkbox"/>
14. Is the sliding surface secure and free of gaps from side rails?	<input type="checkbox"/>	<input type="checkbox"/>
15. Are the surfaces free from rust, rotting or splintering?	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the gel-coat surface of fibreglass slides intact and free from glass fibre protrusions?	<input type="checkbox"/>	<input type="checkbox"/>
17. Are surfaces treated for rust or splintering, when necessary	<input type="checkbox"/>	<input type="checkbox"/>
Comments/actions		

Structures (including portable structures)

	Yes	No
18. Is the main frame safe and secure?	<input type="checkbox"/>	<input type="checkbox"/>
19. Are timber posts sound and free of large structural cracks and splinters?	<input type="checkbox"/>	<input type="checkbox"/>
20. Are timber floors and palings stable and free of large cracks and splinters?	<input type="checkbox"/>	<input type="checkbox"/>
21. Are all nail heads flush with timber (not protruding)?	<input type="checkbox"/>	<input type="checkbox"/>
22. Are all bolts in place and secure?	<input type="checkbox"/>	<input type="checkbox"/>
23. Are all joints and connections firm (not loose)?	<input type="checkbox"/>	<input type="checkbox"/>
24. Are chains and ropes secure and in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
25. Are all components in place (none missing)?	<input type="checkbox"/>	<input type="checkbox"/>
26. Are frames maintaining shape (not distorted)?	<input type="checkbox"/>	<input type="checkbox"/>
27. Are surfaces free from rust or rot?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/actions:		

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 1300 363 423  P.O. Box 4609 Elanora Qld 4221  32 494 974 779  connect@mathiouservices.com.au

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Sandpit

	Yes	No
28. Is the sandpit regularly raked, weeded and checked for dangerous objects (i.e. daily)?	<input type="checkbox"/>	<input type="checkbox"/>
29. Is the sandpit regularly checked and appropriately treated for animal fouling (e.g. fouling and surrounding sand removed. If large/dispersed, replacement of sand)	<input type="checkbox"/>	<input type="checkbox"/>
30. Is the sand replaced or replenished when necessary?	<input type="checkbox"/>	<input type="checkbox"/>
31. Are borders free of splinters, exposed nails and pins?	<input type="checkbox"/>	<input type="checkbox"/>
32. Is the sandpit covered when not in use?		
Comments/actions		

Impact absorbing material

	Yes	No
33. Is the material loosened and levelled with a rake and cleared of objects to prevent compaction?	<input type="checkbox"/>	<input type="checkbox"/>
34. Is material that gathers under platforms and other structures removed and spread to main areas of impact?		
35. Is the material maintained to recommended compacted depth depending on fall height? (minimum compacted depth of 300 mm – refer to KidSafe resources for more detail)	<input type="checkbox"/>	<input type="checkbox"/>
36. Are borders free of splinters, exposed nails and pins?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/actions:		

Grassed areas

37. Is the grass well maintained (does not need mowing, reseeding or other care)?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/actions	<input type="checkbox"/>	<input type="checkbox"/>

Other potential risks

38. Are tyres and other areas free of spiders or other dangerous insects/animals?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/actions:		

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Comments/Action

Detailed information can also be recorded on the action sheet – page 4

Further information:

- [Kidsafe resources](#)
- [Creating healthier workplaces website](#)

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ACTION SHEET FOR MAINTENANCE ISSUES

Date	Item/Area	Condition/Fault	Action Date	Date completed	Signature of designated officer

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