

# Playground Inspection and Maintenance

## A suggested weekly checklist



www.islandrecreation.com.au  
 office@islandrecreation.com.au  
 Phone: 1300 796 416

**Type of report:** Weekly/Other Specify

**Site:**

**Inspected by:**

**Date:**

### ADMINISTRATION

Previously reported defects rectified?

Accident records & hazard register reviewed?

YES NO

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

### SURFACING

	Acceptable	Not Acceptable	COMMENTS	Repair Grading
1 Depth at least 250mm? (Natural fibre)	<input type="checkbox"/>	<input type="checkbox"/>		
2 Spread evenly under and around equipment?	<input type="checkbox"/>	<input type="checkbox"/>		
3 Raked to clear objects?	<input type="checkbox"/>	<input type="checkbox"/>		
4 Drainage adequate?	<input type="checkbox"/>	<input type="checkbox"/>		
5 Border free of splinters, exposed nails etc?	<input type="checkbox"/>	<input type="checkbox"/>		
6 Undersurfacing distances from equipment - (1) For supervised early childcare - see Dept of Education, Child Care Unit's document <b>'Outdoor Play Environment and Equipment.pdf'</b> (2) For all other settings see separate document <b>'Minimum softfall distance from equipment.pdf'</b>	<input type="checkbox"/>	<input type="checkbox"/>		

### SITE

7 Site clear of litter and dangerous objects?	<input type="checkbox"/>	<input type="checkbox"/>		
8 Trees free from falling deadwood etc?	<input type="checkbox"/>	<input type="checkbox"/>		
9 Access to site in good condition + unobstructed?	<input type="checkbox"/>	<input type="checkbox"/>		
10 Surrounding vegetation safe and non-toxic?	<input type="checkbox"/>	<input type="checkbox"/>		
11 Free of rubbish, glass, weeds, sticks, rocks etc?	<input type="checkbox"/>	<input type="checkbox"/>		

### EQUIPMENT

12 Free of protruding nuts, bolts, nails, splinters etc that might injure or damage clothing?	<input type="checkbox"/>	<input type="checkbox"/>		
13 Is the main frame safe and secure?	<input type="checkbox"/>	<input type="checkbox"/>		
14 Are timber posts free of structural faults?	<input type="checkbox"/>	<input type="checkbox"/>		
15 Are timber decks free of structural faults?	<input type="checkbox"/>	<input type="checkbox"/>		
16 Bolts in place and secure?	<input type="checkbox"/>	<input type="checkbox"/>		

		Acceptable	Not Acceptable	COMMENTS	Repair Grading
<b>EQUIPMENT continued</b>					
17	Free of vandalism that may affect the strength or stability of the equipment ?				
18	Free of wear or physical deterioration that may affect the strength or stability of the equipment?				
19	Surfaces clean and free of dirt and graffiti?				
20	Borders stable, non slippery and protrusion free?				
21	Excessive/uneven wear on parts or components?				
22	Drainage on all equipment and undersurfacing?				
23	Are all detachable items in good condition?				
24	Are all joints and connections firm?				
25	Chains and ropes secure and in good condition?				
26	Are all components in place? (none missing)				
27	Are all frames maintaining shape? (not distorted)				

#### **SWINGS**

28	Main frame safe and secure?				
29	Moving parts in working order?				
30	Seats and attachments in good condition?				
31	Bolts in place and secure?				
32	Chains and shackles in good repair?				

#### **SLIDES**

33	Main frame safe and secure?				
34	Sliding surface clear of obstructions?				
35	Sliding surface secure and gap free?				
36	Surface free of rust, rotting or splintering?				
37	Gel coat intact and free of glass fibre protrusions?				

#### **SANDPITS**

40	Raked, weeded + checked for dangerous objects?				
41	Regularly checked for animal fouling?				
42	Does the sand need replacing or replenishing?				
43	Borders free of hazards?				

#### **OTHER POTENTIAL RISKS**

44	Equipment and undersurfacing free of nesting insects, ants and spiders?				
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#### **Comments**

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**Disclaimer:** This assessment tries to reflect the requirements outlined in the playground standards NZS5828:2004, however its implementation does not constitute an audit. It is recommended an audit should take place when installing a new playground or there is technical concern about the equipment used in the playground. This is a sample checklist only and Island Recreation Pty Ltd can not be held responsible should there be an item missing from the checklist that may be included in the client's play environment.