

## Safe Environments Best Practices Checklist

<b>Staff Member:</b> _____ <b>Date of Observation:</b> _____ <b>Note:</b> *The term “children” is used throughout this checklist to refer to any individual between the ages of 6 weeks and 12 years of age.	<i>Staff member never does this or does not seem aware of the practice.</i>				<i>Staff member always does this.</i>
	1	2	3	4	5
Staff member performs a thorough safety check daily before children arrive.					
Staff member inspects the playground and all outdoor learning environments for safety before children are allowed to play.					
Staff member uses an approved safety checklist to complete safety checks indoors and outdoors.					
Staff member continuously monitors indoor and outdoor environments for safety risks that might emerge while children play.					
Staff member fixes minor safety problems appropriately before children are allowed to play.					
Staff member follows the program’s standard procedures to document and report major safety problems.					
Staff member describes procedures for providing a different safe location for children to play if major safety problems are detected. Staff member follows these procedures when needed.					
Staff member talks to a coach, mentor, or supervisor about their room arrangement for safety.					
Staff member makes suggested changes to the environment to improve the safety of children.					
<b>Notes:</b>					