

## Safe Materials Best Practices Checklist

**Staff Member:** \_\_\_\_\_

**Date of Observation:** \_\_\_\_\_

**Note:** \*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>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
All toys and materials in the staff member’s classroom or program area are developmentally appropriate for the children in their care.					
Staff member fixes minor safety problems with toys or materials before children are allowed to play.					
Staff member continuously monitors toys and materials for wear and tear.					
Staff member removes and replaces worn or damaged items when needed.					
Staff member monitors how children play with toys and materials and ensures children use materials safely.					
Staff member follows the program’s standard procedures to document and report major safety problems related to toys and materials.					
Staff member describes procedures for choosing and purchasing new toys or materials for the classroom or program.					
Staff member provides required safety equipment (helmets, safety glasses, gloves) and monitors use.					
Staff member talks to a coach, mentor, or supervisor about the safety of materials in their classroom or program.					
Staff member follows suggestions of coach or supervisor when choosing, using, and checking materials for safety.					

**Notes:**