

Playground WHS Checklist

Playgrounds and play equipment need to be checked and maintained regularly to ensure it is safe for the users. This checklist provides a guide of what to look for.

Congregation Name		Playground Location	
1. Administration		Yes	No
Have all previously reported defects been rectified?		<input type="checkbox"/>	<input type="checkbox"/>
Has the Incident and WHS Risk Registers been reviewed to identify hazards?		<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments/Actions</i>			
2. Location			
Is the area clear of litter and dangerous objects?		<input type="checkbox"/>	<input type="checkbox"/>
Are the trees free from potential falling deadwood and other hazards? e.g. broken branches at eye height		<input type="checkbox"/>	<input type="checkbox"/>
Is the access and egress to the area in good condition and free of obstructions?		<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments/Actions</i>			
3. Swings			
Is the main frame safe and secure?		<input type="checkbox"/>	<input type="checkbox"/>
Are all moving parts in working order?		<input type="checkbox"/>	<input type="checkbox"/>
Are seats and attachments in good condition?		<input type="checkbox"/>	<input type="checkbox"/>
Are all bolts in place and secure?		<input type="checkbox"/>	<input type="checkbox"/>
Are chains and shackles in good condition?		<input type="checkbox"/>	<input type="checkbox"/>
Are posts treated/painted when necessary to prevent rotting/splintering?		<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments/Actions</i>			
4. Slides			
Is the sliding surface clear of obstructions?		<input type="checkbox"/>	<input type="checkbox"/>
Is the sliding surface secure and free of gaps from the side rails?		<input type="checkbox"/>	<input type="checkbox"/>
Are the surfaces free from rust, rotting or splintering?		<input type="checkbox"/>	<input type="checkbox"/>
Is the gel-coat surface of fibreglass slides intact and free from glass fibre protrusions?		<input type="checkbox"/>	<input type="checkbox"/>
Is the sliding surface clear of obstructions?		<input type="checkbox"/>	<input type="checkbox"/>
Are surfaces treated for rust or splintering as necessary?		<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments/Actions</i>			
5. Structures (including portable structures, shade sails etc)			
Is the main frame safe and secure?		<input type="checkbox"/>	<input type="checkbox"/>
Are posts solid and free of structural crack or splinters?		<input type="checkbox"/>	<input type="checkbox"/>



Playground WHS Checklist

Are all structures designed to withstand the loads and weather events?	<input type="checkbox"/>	<input type="checkbox"/>
Are structures secured for storm events?	<input type="checkbox"/>	<input type="checkbox"/>
Are all bolts, joints, connections firm, in place, secure and not protruding or missing?	<input type="checkbox"/>	<input type="checkbox"/>
Are all chains and ropes secure, no pinch points and in good condition?	<input type="checkbox"/>	<input type="checkbox"/>
Are frames maintaining shape, not distorted?	<input type="checkbox"/>	<input type="checkbox"/>
Are surfaces free from rust or rot?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Actions		
6. Sandpit		
Is the pit regularly raked, weeded, checked for dangerous object, animal excrement? i.e. daily	<input type="checkbox"/>	<input type="checkbox"/>
Is sand replenished /replaced when necessary?	<input type="checkbox"/>	<input type="checkbox"/>
Are borders free from protrusions, cracks, splinters?	<input type="checkbox"/>	<input type="checkbox"/>
Is the pit covered when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Actions		
7. Impact Absorbing Material		
Does the material cover the required areas of impact zone activity for the users?	<input type="checkbox"/>	<input type="checkbox"/>
Is the material maintained to recommended compaction depth depending on fall height? – refer KidSafe resources for detail – minimum compacted depth is 300mm	<input type="checkbox"/>	<input type="checkbox"/>
Is the area free of dangerous objects? e.g. pins	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Actions		
8. Grassed Areas		
Is the grassed area well maintained? – mowed, seeded etc.	<input type="checkbox"/>	<input type="checkbox"/>
Is the area free from dangerous objects?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Actions		
9. Other Potential Risks		
Are tyres or other areas free of spiders or other dangerous insects/animals?	<input type="checkbox"/>	<input type="checkbox"/>
Comments/Actions		
Checked By		
Name(s)	Signature(s)	Date

Outline any required maintenance actions
Once completed forward to the Property Officer or designated congregation member to file



Playground WHS Checklist

Revisions

Document number	TOO –				
Version	Approval date	Approved by	Effective date	Policy owner	Policy contact
Draft	30.01.2019	Hazard Report Form	DD.MM.YYYY	Manager Risk & Compliance	WHS Manager
Next scheduled review	DD.MM.YYYY				