Early Childhood Education and Care ServicesEducator Daily Safety Audit



Educator:

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Item to be checked: Date:								
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Notice Board on display								†
Sign in table /suitable area set up								
Exposed power points have safety clips in place								
First aid kit accessible to educator but not children								
Front door locked -key accessible to educator at all times if required								
All rooms excluded from safety check are inaccessible to children								
All poisons, cleaning products, medications, alcohol, plastic bags etc inaccessible to								
children								
Handbags are inaccessible to children at all times								
Pets are separate from children (according to policy)								
Emergency phone numbers and fire orders are displayed								
Barricades are put in place where required								
Outside play area is secure, gates are locked, shed & garages inaccessible								
Outdoor play areas are clear of animal excrement and well maintained								
Safety check of kitchen (all knives & sharp objects out of reach, cupboards locked)								
Food preparation area clean & in hygienic condition								
Toilet & bathroom areas are clean								
Nappy change area is clean & ready for use								
Sink & bathtub plugs are stored out of reach & taps covered								
Rubbish bins are inaccessible to children								
Animal litter trays & feeding bowls are made inaccessible to children								
Table cloths removed								
Play areas are clean & free of clutter								
All blind & curtain cords are looped out of reach of children								
Vehicles on property are locked								
Any water containers are emptied								
Wading pools are to be emptied after each use								
Broken toys have been immediately removed								
Contact numbers in first aid kit for outings is current								
Removal of items from balcony that could aid a child in climbing								
Electrical cords in bathroom/laundry to be out of reach or disconnected from power								
point								