

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

CHECKLIST FOR CHILDREN’S OUTDOOR PLAY AREAS & EQUIPMENT

In conjunction with the Playground / Play Areas Risk Management Policy

Date policy approved and adopted: 4 December 2023

Date of review: December 2024

DATES CHECKS CARRIED OUT: _____

(Note check dates against any items requiring attention)

BY: _____

Site General	Yes	NO	Remedial Action Required	Action Taken by Whom?
Are fences secure and complete without any protrusions?				
Are gates in working order?				
Are pathways undamaged and free from obstructions?				
Is the site free from litter, glass or any other dangerous object?				
Is site and surrounding areas free from animal fouling?				
Do nearby trees appear to be in good condition and not likely to fall?				
Identify and report any mole hills damage that needs addressing. Week 1. date Week 2. date Week 3, date Week 4 date				

Ancillary Items	Yes	NO	Remedial Action Required	Action Taken by whom?
Are all seats and benches undamaged and in good condition?				
Are litter bins secure and undamaged?				
Have the bins been emptied?				
Is the planting safe and undamaged?				

Surfacing	Yes	NO	Remedial Action Required	Action Taken by whom?
Are safety surfaces undamaged and free from any trip hazards?				
Are loose-fill surfaces levels, at least 300mm deep and without rubbish or fouling?				
Is safety surfacing level with surrounding ground and not causing trip hazards?				
Are there no weeds present?				
Does the site appear to be well drained without excessive puddling?				
If surfacing is grass, is it in good condition without undue wear?				

All Equipment	Yes	NO	Remedial Action Required	Action Taken by whom?
Are all supports present, secure and free from decay at ground level?				
Is all timber and metal work undamaged and free from corrosion?				

Are supports secure in the ground and are all fixings secure?				
Are all safety barriers present?				
Does equipment work properly and without undue noise?				

Swings	Yes	NO	Remedial Action Required	Action Taken by whom?
Are the chains intact and in good condition with minimal visible wear?				
Are the swing seats unbroken with no exposed metal or spilts?				
Are the seats fixed securely (with secure centre bar on cradle seats)?				

Slides	Yes	NO	Remedial Action Required	Action Taken by whom?
Are steps in good condition and not slippery?				
Are handrails secure and in good condition?				
Is the chute securely fixed, undamaged and clear of foreign objects (carefully check under sides of chute)?				

Rocking & Spring items	Yes	NO	Remedial Action Required	Action Taken by whom?
Are all supports and springs present and secure and free from decay at ground level?				
Are ground fixings secure with undue movement?				
Does the item move smoothly and noiselessly?				
Are all hand grips and footrests present and securely fixed?				
Where chains or ropes are present are they secure and in good condition?				

Climbing and Agility Items	Yes	NO	Remedial Action Required	Action Taken by whom?
Are all supports present and secure and free from decay at ground level?				
Is all timber or metal work undamaged and free from corrosion?				
Are all the bars in place, securely fixed and any tube ends plugged?				
Are any overhead bars/ rings all present, securely fixed, and do bars not rotate?				
Are all ropes or chains present and in good condition and firmly fixed?				
Are all nuts and bolts secure without any projecting thread?				

Multi-Play Items	Yes	NO	Remedial Action Required	Action Taken by whom?
Are goals/nets in good condition and undamaged?				
Are all fences and barriers in good condition and undamaged?				
Are all nuts and bolts secure without any projecting thread?				
Is the surface in good condition and free from rubbish?				
Is surface level with surrounding ground and not causing trip hazards?				
Are surrounding grass areas in good condition?				

Recording:-

1. Have all the above faults been reported to the relevant person?
2. Has action been taken on previous faults?

Signed.....

Print Name

Date

MONTHLY REPORTS TO BE PASSED TO THE CLERK FOR RETENTION.

Other checks included if/when that equipment is acquired in the future. Mark N/A.