

Health and Safety Checklist for Home-based (Family Child Care Home) Child Care Providers ECELS-Healthy Child Care Pennsylvania

This checklist is a quality improvement tool for home-based child care programs. Sharing the checklist results with families of children in child care is likely to help them appreciate what their child's caregiver is doing to keep their children safe. They may want to use the checklist to see how to make their homes safer for their children. They may offer to help make the improvements the home-based child care facility needs. If you cannot correct all the hazards you find right away, do what you can. We suggest that you administer the checklist every 6 months or so to see what is still needed and what you can do.

- Use this checklist to find hazards and needed improvements. You do not need to do the whole checklist at one time. It may be easier to schedule doing one part at a time until you check all the items on the checklist.
 - Whenever you find a hazard or something you should improve, fix it if you can.
 - If you cannot fix it, remove anything that is unsafe from service until it is fixed. Make a note of any problem you cannot fix right away and plan to get it fixed.
- Do some safety checks at least once a month.
 - Have different people use the checklist to find more hazards. Include family members and school-age children in doing the checks. People who watch for hazards are more likely to help fix hazards whenever they see them. Safety is everyone's business!

Before using equipment or toys, make sure it has not been part of a U.S. Consumer Product Safety Commission (CPSC) recall. Contact CPSC at 1-800-638-2772 or visit CPSC's website at www.cpsc.gov. You can also receive CPSC recall updates via email by signing up at <https://www.cpsc.gov/cpsclist.aspx>. If the equipment has been part of a recall, take advantage of the remedy provided by the manufacturer. Look for other recalls at www.recalls.gov.

If you have any questions, please contact ECELS by e-mail at ECELS@paaap.org, or phone 800-243-2357 in PA or 484-446-3003.

Note: ECELS-Healthy Child Care PA is a program of the PA Chapter of the American Academy of Pediatrics. The PA AAP does **not** accept any liability associated with the use of this Checklist.

General Indoor Areas

OK Fix

- Ample space for child care children, play materials, and furnishings is available. (FCCERS-R 1 Space and Furnishings)
- Floors are in good repair and have nonskid surfaces. Rugs are skid-proof. (FCCERS-R 12 Safety Practices)
- Doors to places that children can enter, such as bathrooms, can be easily opened from the outside by a child or by an adult.
- Doors in areas used by toddlers are adapted so that children can't leave the house undetected.
- Sliding doors have childproof locks.
- Doors that children can close have slow closing devices and/or rubber gaskets on the edges to prevent finger pinching.
- Glass doors and full-length windows are made of safety glass and have decals on them that are placed on the glass at the eye levels of both children and adults.
- Windows cannot be opened more than 3.5 inches from the bottom or are otherwise protected by window guards that keep children inside, but that staff can release if the window guard must be opened in an emergency.
- Window blind cords are tied with clothespins or specially designed cord clips. (FCCERS-R 12 Safety Practices)
- All windows have closed permanent screens.
- Windows are lockable.
- Furniture is kept away from windows to discourage climbing near windows.
- Walls and ceilings have no peeling paint and no cracked or falling plaster.
- The child care setting has been inspected by competent building experts and found to be free of accessible lead paint and asbestos.

- Door mats are inside and outside each exit door to trap dirt that might bring lead and other contaminants into the house.
- Floors are covered with a non-porous surface such as hard wood, laminate, or linoleum. Where rugs are used, they are washable, and cleaned in a washing machine or steam cleaned to remove soil.
- House cleaning is done by damp mopping and dusting, and by vacuuming – preferably with a HEPA-type vacuum cleaner that removes and retains small particles.
- Window treatments, furniture covers, rugs and other fabrics and surfaces are washed or HEPA- vacuumed at least every few months to minimize dust mites.
- A radon test has been done in the lowest level of the house in the past 6 months that shows levels that do not exceed the safe levels specified by the testing device e.g., using a radon kit from a hardware store.
- Dehumidifiers are in use to prevent mold growth in any area of the house where the humidity rises above 60% and there are no musty odors in any area indoors.

General Indoor Areas (cont'd.)

OK Fix

- Drinking water is from a public or regulated source, or if from a well, the well water is tested annually to be sure it meets drinking water standards.
- All electrical outlets are either child-resistant or protected by tamper-resistant devices. (FCCERS-R 12 Safety Practices)
- All electrical appliances and fixtures are protected by circuit breakers.
- Electrical cords are not accessible to children. None are frayed. None are placed near doorways and traffic paths. All extra cord length is bundled with a plastic tie.
- Televisions, computers and stereo equipment are positioned snugly against walls. VCRs/DVD/CD players are inaccessible to children when not in use to prevent children from putting objects, a hand or finger inside the slots.
- Furniture or heavy equipment that may tip over is anchored. (FCCERS-R 12 Safety Practices)
- Covers or guards for fans have openings small enough to keep children's fingers out.
- Free-standing space heaters are not used.
- Pipes, radiators, fireplaces, wood burning stoves, and other hot surfaces cannot be reached by children or are covered to prevent burns. (FCCERS-R 12 Safety Practices)
- There is a smoke detector on each floor of the house
- Carbon monoxide detectors are located at least 15 feet away from fuel-burning appliances, on each floor of occupied areas.
- A no-smoking policy at all times in your home protects children from environmental tobacco smoke that would linger in fabrics and furnishings. No one has matches, or lighters around children. (FCCERS-R 11 Health Practices)
- There are no air fresheners, pot pourri, perfumes or other sources of fragrance in use. Odors are removed by ventilation with fresh air.
- Trash is covered at all times and is stored away from heaters or other heat sources.
- Sharp furniture edges are cushioned with soft material or with commercial corner guards.
- Emergency lighting equipment works. Handheld flashlights have working batteries and are available for emergency use in each room used for care, night and day.
- A combination of direct natural light and regular light is bright enough for good visibility in each room. (FCCERS-R 1 Space and Furnishings)
- A caregiver is always present in the same or an adjacent room to the children to safely and quickly evacuate the children in an emergency.
- Rooms used for child care are chosen and used so that caregivers can easily view all areas used by children.
- No potentially poisonous plants are present either indoors or outdoors in the child care areas. See CFOC, 3rd Ed, Appendix Y: Even Plants Can Be Poisonous, for a list of safe and poisonous plants.
- All adult handbags are stored out of children's reach.
- All poisons and other dangerous items are stored in locked cabinets or out of children's reach. This includes medicines, paints, house cleaning chemicals, mothballs, scissors and any other small or sharp objects.
- No toys or objects with removable parts with a diameter less than 1 ¼ inch and a length less than 2 ¼ inches are accessible to children under the age of 3 years.
- Children less than 3 years of age do not have access to balls less than 1 ¾ inches in diameter, toys with sharp points and edges, plastic bags, Styrofoam objects, coins, rubber (latex) balloons, safety pins, marbles, magnets, bulletin board tacks, button batteries and other small objects.

- There are no small objects that could be easily swallowed (buttons, bottle caps, barrettes, etc.) on the floor or where children can reach them.
- All drawstrings have been removed from children's clothing. (FCCERS-R 12 Safety Practices)
- All furnishings are placed in such a way that walkways are clear for emergencies.
- Children are never left in infant seats or car seats to sleep or for more than 15 minutes while awake and not traveling in a car. They are only used when an adult is directly supervising the child. These seats are never placed on any elevated surface such as a table.
- A well-stocked first aid kit (see First Aid Kit Inventory) is accessible to all caregivers, but stored out-of-reach of children.
- Non-porous gloves are readily available for caregivers in all areas where child care is provided.

General Indoor Areas (cont'd.)

OK Fix

- There are no guns, darts, bows and arrows, cap pistols, or objects made for play as toy guns in the home unless they are unloaded, equipped with child protective devices, with ammunition and weapons each locked up and stored separately from one another. (FCCERS-R 12 Safety Practices)
- The house is free of infestation by roaches, bed bugs, fleas, mice, rats and any other pests.
- Only the least toxic pesticides necessary to treat an infestation are applied, and then only by a licensed pest control professional, who is supervised to ensure that none is applied to surfaces that children and staff touch or surfaces ever in direct contact with food. Routine "preventive" application of pesticides is not done.
- An integrated pest management program (IPM) is adopted which includes: pest exclusion, sanitation and clutter control, and elimination of conditions favorable to pest infestations.
- Any pets or visiting animals are known to be healthy, have been determined to be suitable pets for child care settings, and have been immunized as recommended by a veterinarian. Reptiles and amphibians are not allowed as pets. Fish need no special approval as long as children do not touch the inside of the aquarium.

Toys and Equipment

OK Fix

- Equipment, materials, furnishings, and play areas are sturdy, safe, and in good repair and meet the recommendations of the U.S. Consumer Product Safety Commission (CPSC) and/or ASTM standards and is so labeled on the equipment.
- Toys and play equipment have no sharp edges or points, small parts, pinch points, chipped paint, splinters, loose nuts or bolts, or cords/strings which could encircle a child's neck. (FCCERS-R 12 Safety Practices)
- All toys are free of lead and lead paint. If unsure that the toy is lead free, the toy is not used.
- Toys are put away when not in use.
- Toys that are mouthed are not made of vinyl. (Vinyl may contain lead.) All mouthed toys are cleaned and sanitized after each use. Follow the instructions on a bottle of household bleach to sanitize mouthed toys after cleaning and rinsing them. You may clean them by hand or by placing them in a net bag placed in a dishwasher or clothes washer. See Caring for Our Children, 3rd edition, 2011, Appendices J and K for detailed instructions about choosing a sanitizer or disinfectant and for a table about routine cleaning, sanitizing and disinfecting at www.nrckids.org
- Children are not permitted to play with any type of plastic bag, balloon or latex/vinyl gloves. (FCCERS-R 12 Safety Practices)
- Children less than 2 years of age do not have any screen time (TV, video, DVD, or computer use). Older children's total media time (with entertainment media) is limited to no more than 30 minutes once a week. This media time is quality programming that is free of violence, advertising and media placement, and includes viewing time at their own home. More interactive activities that promote healthy brain development, such as talking, playing, singing, and reading together are encouraged.
- Children under the age of 4 years are not permitted to eat foods that may easily cause choking, such as hot dogs, hard candy, seeds, whole grapes, nuts, popcorn, raw carrot rounds, raw peas, peanuts, chips, hard pretzels, marshmallows, spoonfuls of peanut butter, and chunks of meat larger than can be swallowed whole.
- Toy chests have lids that will not fall on children when they search the chest for toys.
- Shooting or projectile toys (darts, arrows, air-pumped ball launchers, sling shots, etc.) are not present.

- There is a sufficient amount and variety of toys and literacy materials, such as small building toys, blocks, are material, manipulatives, musical instruments, dramatic play items, puzzles, games, puppets and books-both factual and fantasy.
- There are toys, books, and pictures that positively represent people of diverse races, cultures, and abilities.
- Commercial art materials are stored in their original containers out of children's reach. The manufacturer's label includes a reference to meeting Art and Creative Materials Institute (ACMI) Standards. For additional information, visit the ACMI website www.acminet.org.
- Sleeping surfaces are firm and snugly fitted if in a bed or crib frame. Waterbeds and soft bedding materials such as crib bumpers, sheepskin, quilts/blankets, pillows, stuffed toys, and granular materials (plastic foam beads or pellets) used in bean bags are not accessible to infants where they sleep. Infants wear sleep garments necessary for warmth, but that do not cause overheating. (FCCERS-R 12 Safety Practices)
- Babies are always put down to sleep on their backs in a crib that meets CPSC and ASTM 2011 or later safety standards. (FCCERS-R 12 Safety Practices)

Toys and Equipment (cont'd.)

OK Fix

- Babies are always put to sleep in commercially designed sleep equipment. Sleeping in car seats, strollers, swings and any other device that is not labeled as meeting the CPSC or ASTM standards for sleep equipments is not permitted. Exception: car seats should be used according to the manufacturer's instructions during motor vehicle transport, with frequent stops to remove the infant from the seat to avoid minimize slump-over positioning that can interfere with breathing.
- Crib have slats that are less than $2\frac{3}{8}$ inches apart; and do not have drop side rails. All cribs meet CPSC 2011 standards.
- Hinges and joints are covered to prevent small fingers from being pinched or caught.
- Cribs, playpens, and highchairs are away from window blinds, drapery cords and electrical cords.
- Cribs, playpens, and highchairs are used according to the manufacturer's recommendations for age and weight. Cribs have no corner posts.
- Toys are not hung across or on cribs. (FCCERS-R 12 Safety Practices)
- Rattles, pacifiers, or other objects are never hung around an infant's neck.
- If playpens/play yards are used, they are set up correctly, according to manufacturer's instructions, with the sides locked into place.
- If using a mesh-sided playpen/play yard, it has top rails that automatically lock when lifted into the normal use position and the mesh is attached securely, less than $\frac{1}{4}$ inch in size, without holes or tears. Infants should not nap or sleep in a play yard unless it is labeled as sleep equipment that meets CPSC and ASTM standards for infant sleep equipment and all objects are removed for sleeping as for a crib.
- Playpens/play yards do not have "catch points," such as protruding rivets.
- Strollers have:
 - Firmly attached, functioning safety belts, waist straps, and harnesses
 - A seat that locks securely in all positions
 - A backrest that is firm and vertical to support the child's head
 - Two-wheeled brakes
 - A base that is stable and difficult to tip over
- Infant walkers are not used. (FCCERS-R 12 Safety Practices)
- Five gallon buckets are not accessible to infants and toddlers. (FCCERS-R 12 Safety Practices)
- Children younger than 6 years of age do not have access to bunk beds.
- Drawers are kept closed when not in use.

Indoor Hallways and Stairs

OK Fix

- Handrails are securely mounted at maximum height of 38 inches.
- Handrails are attached to walls for right-hand descent, but preferably are attached to the walls on both right and left sides.

- Barriers to stairways and latches to doors are in place to secure areas not available for children's use. Stairway gates are locked in place when infants or toddlers are nearby. Gates have openings small enough to prevent a child's head from fitting through. No accordion-type gates are used.
- Doorways to unsupervised or unsafe areas are locked unless the doors are used for emergency exits.
- Emergency exit doors have easy-open latches.
- Caregivers can easily monitor all entrances and exits to keep children from leaving the building without an adult escort or supervision and can see anyone who wants to enter the building before opening the door to allow entry.
- Stairways and hallways are clear of objects that can cause a fall or restrict stairway use as an entry or exit.

Kitchen and Food Preparation and Storage Areas

OK Fix

- Caregivers always wash hands before and after eating, handling food, or feeding a child. (FCCERS-R 9 Meals/Snacks)
- Caregivers always make sure children's hands are washed before and after mealtimes. (FCCERS-R 9 Meals/Snacks)
- Trash is stored away from food preparation and storage areas.
- Trash is stored away from the furnace, stove, and hot water heater.

Kitchen and Food Preparation and Storage Areas (cont'd)

OK Fix

- Refrigerators and freezers each have a thermometer and are maintained at a temperature at or below 40° F for refrigerators and 0° F for freezers.
- All foods, including food brought from home, that require refrigeration that are taken from the refrigerator are maintained in covered containers at 40° F or lower if they will not be consumed within 2 hours.
- Hot foods are kept at 140° F or higher after they are fully cooked and until ready to be eaten.
- Foods that have been served and handled by the children or that require refrigeration or heating to be kept safe for eating are discarded if they have not been held at safe temperatures for more than 2 hours.
- Pest control, such as baits or traps, if used, is separated from food and inaccessible to children.
- If bottles or baby food is warmed, it is heated by putting the portion to be fed in a container of water no warmer than 120° F for no more than 5 minutes. Microwave ovens are not used to heat bottles or baby food.
- Cleansers and other poisonous products are stored in their original containers, away from food/medicine, and out of children's reach. (FCCERS-R 12 Safety Practices)
- Nonperishable food is stored at least 6 inches above the floor in labeled and dated, insect-resistant, metal, glass, or plastic containers with tight lids.
- Refrigerated medicines are separated from foods and kept in closed containers to prevent spills that would contaminate food or medicine.
- Food preparation surfaces are free of cracks, crevices and chips.
- Food preparation and service surfaces are cleaned and sanitized before and after use. (FCCERS-R 9 Meals and Snacks)
- Eating utensils and dishes are clean, free of cracks, chips and are known to be lead-free.
- Appliances and sharp or hazardous cooking utensils are stored out of children's reach.
- Pot handles are always turned towards the back of the stove. Knob protectors or position of knobs prevents children from accessing stove knobs
- Children cannot use chairs or step stools to reach foods that are cooking on the stove. (Those who participate in cooking are tall enough to reach safely while standing on the floor.)
- Child-resistive latches are installed on all cabinet doors/drawers with sharp or other dangerous objects inside.
- Refrigerator magnets, objects that use button batteries and any other small objects, matches and lighters are out of the reach of young children.
- An ABC-type fire extinguisher is securely mounted on the wall near the stove.
- All caregivers demonstrate the ability to locate and operate the fire extinguisher correctly and have seen a demonstration by members of the fire department.
- There is a "danger zone" in front of the stove where the children are not allowed to go.
- Children are taught the meaning of "hot."
- Kitchen area is not accessible to children without constant adult supervision.
- Caregivers do not cook while holding a child.
- Hot foods and liquids are kept out of children's reach.
- Stable step stools are used by the caregiver to reach high places.

Bathrooms

OK Fix

- Stable, step stools that have non-porous surfaces are available where needed.
- Electrical outlets have safety covers or are modified with ground-fault outlets to prevent shock.
- Electrical equipment such as hair dryers, curling irons and electric razors are unplugged when not in use and stored so they are not accessible to children. They are never used near water.
- Cleaning products and disinfectants are locked in a cabinet out of children's reach.
- Toilets are left closed. If toddlers are in care, the toilets have a toilet-lid lock.
- Toilet paper is located where children can reach it without having to get up from the toilet.
- Ideally non-flushing toilets (potty chairs) are not used. If potty chairs are used, they are easy to clean and are sanitized after each use with a disinfecting solution in a utility sink that is not used for food preparation or handwashing.
- Potty chairs are not used in the food preparation or dining areas, and potty chairs are not available for children to touch or handle when they are not in use.

Bathrooms (cont'd.)

OK Fix

- Caregivers and children always wash hands after toileting and diaper changing.
- The area for changing diapers or soiled underwear is a separate area away from food and play.
- The diapering or changing table has 6 inch barriers on all sides to keep the child from rolling off. The restraining strap is removed because such straps cannot be disinfected and are not a reliable way to keep the child on the table.
- The diapering area is kept sanitary.
- Complete and accurate diaper-changing instructions per *Caring for Our Children*, 3rd Ed., are posted above diaper-changing area(s). (An illustrated diapering poster can be downloaded for free at www.ecels-healthychildcarepa.org)
- Trash cans for diapers, tissues, and other materials that come in contact with body fluids can be opened in a hands-free manner, are lined with a plastic bag, emptied at least once a day, and kept clean.
- Paper towels and liquid soap are readily available at the sink.
- Handwashing includes 10-20 seconds of lathering, rinsing with the fingertips pointed down, and then using a disposable paper towel to dry the hands and turn off the faucet so that clean hands do not become soiled again by the faucet that was touched by the soiled hands.
- Handwashing instructions per *Caring for Our Children*, 3rd Ed., are posted at all handwashing sinks.
- Hand wash water temperature is no more than 110° F. (PA DPW regulations state 110°, FCCERS-R states 120°.)
(FCCERS-R 12 Safety Practices)
- Bathtubs have skid-proof mats or stickers.
- Children take baths only under adult supervision.
- Children are never left unsupervised in a bathroom, even briefly.
- Razor blades, nail scissors and other sharp tools are stored in a locked cabinet or out-of-the reach of children.
- All medications, cosmetics, cleaners, mouthwash, perfumes, hair and nail products are stored in a locked cabinet or out-of-the-reach of children (FCCERS-R 12 Safety Practices)

Garage and Laundry Area

OK Fix

- All tools and supplies used for automotive and lawn care are stored in locked containers or areas.
- All hazardous products are in a locked area or cabinet.
- All recycling containers are out of the reach of young children.
- Any laundry chutes are locked with child-proof locks.
- Laundry equipment is located in an area separate from the kitchen and child care areas and inaccessible to children.

Indoor/Outdoor and Active Play Areas (Indoor Areas and Playgrounds, Outdoor Spaces on the property)

OK Fix

- All walkways and outdoor stairways are well-lit.
- Railings and banisters are sound.
- Steps and stairways are kept free from ice and snow.
- All sidewalks and outdoor stairways are free of cracks and missing pieces.

- The outdoor play area is enclosed with a fence or natural barrier that restricts intrusion of strangers and animals while children are playing. (FCCERS-R 12 Safety Practices)
- Outdoor fences/barriers have at least 2 exits.
- All garbage cans are securely covered.
- The yard and play space are maintained and are clean and safe, and free from: holes, stones, broken glass, nail studded boards, tools, animal waste, broken equipment, and trash.
- Gardening equipment and supplies are inaccessible to children.
- The active play area offers a wide range of parallel and interactive activities. (FCCERS-R 26 Active Physical Play)
- Water for drinking, is available in or near the play area. Access to a toilet is available without having to leave any children unattended to take a child to the toilet.

Indoor/Outdoor and Active Play Areas (Indoor Areas and Playgrounds, Outdoor Spaces on the property) (cont'd.)

OK Fix

- Outdoor play areas have shaded areas to protect from the sun. (FCCERS-R 26 Active Physical Play)
- There are no attractive climbing hazards (such as trees with low limbs) that are accessible from an object placed underneath them.
- A well-stocked first aid kit (see First Aid Kit Inventory) is accessible to all caregivers at all times, but kept out-of-the-reach of children.
- A file is available containing the name and address of the manufacturer of each piece of equipment, records of equipment purchase, installation, inspection, maintenance and CPSC/ASTM approval.
- For older equipment, the file contains documentation that the equipment is safe and safely installed according to an inspector who is certified by the National Playground Safety Institute (800/626-6772) or by the National Recreation and Parks Association: https://ipv.nrpa.org/CPSI_registry/default.aspx

Playground Surfacing and Active Play Equipment

OK Fix

- A shock-absorbing surface is installed and maintained under and at least 6 feet on all sides around the play equipment both indoors and outdoors. The depth and type of loose fill material should be according to CPSC recommendations. (See chart below.) Alternately, surfacing mats are used that are made of safety-tested unitary material that meets ASTM Standard F1292. Loose fill materials should be avoided for playgrounds intended for toddlers.
- Protective surfacing and a safety zone for swings extend, in back and front, a distance that is twice the height of the top bar. Swings should have a 6 foot clearance space on the sides of the swing's supporting structure
- The following surfacing materials are not in use underneath indoor and outdoor play equipment that children can climb: asphalt, concrete, soil or hard-packed dirt, grass, turf, linoleum, or carpeting.
- The dirt in the play area has been tested and found free of lead.
- There are no toys or objects (including surfacing material) with a diameter small enough to completely fit in a child's mouth accessible to children who are still placing objects in their mouths.
- There are no ropes, jump ropes, clotheslines, or pet leashes attached to play equipment.
- There are no open "S" hooks or protruding bolt ends.
- All openings are less than 3.5 inches or more than 9 inches. (FCCERS-R 12 Safety Practices)
- Platforms and ramps have guardrails.
- Outdoor equipment maximum climbing height point is no more than 3 feet for 3 year olds, 4 feet for 4 year olds, and 5 feet for 5 year olds.
- There are no sharp points or edges on equipment. (FCCERS-R 12 Safety Practices)
- Exposed concrete footings, rocks, tree stumps, and other tripping hazards are removed.

Surfacing Chart

Table 2. Minimum compressed loose-fill surfacing depths				
Inches	Of	(Loose-Fill Material)	Protects to	Fall Height (feet)
9		Shredded/recycled rubber		10
9		Sand		4
9		Pea Gravel		5
9		Wood mulch (non-CCA)		7
9		Wood chips		10

Public Playground Safety Handbook, US Consumer Product Safety Commission, 2010.

Playground Surfacing and Active Play Equipment (cont'd)

OK Fix

- There are at least 6 feet of clearance space on all sides of each piece of equipment. This includes walkways, buildings, and other structures that are not used as part of play activities.
- For fixed play equipment used only by children six months to 23 months, a minimum three-foot clearance is needed.
- Play equipment pieces are spaced at least 12 feet apart from each other (each has its own 6 feet of clearance space).
- Traffic patterns are designed to prevent children from bumping into each other.
- Age-specific play areas are separated by distance or a physical barrier so that children of very different ages and abilities do not play on the same equipment at the same time.
- Equipment is warranted by the manufacturer as suitable for the age of the users (2–5 years and 5–12 years) according to ASTM Standard F1487-11 and F2373-11 (children under the age of 2 years).

Unsafe Active Play Equipment

OK Fix

- There are no heavy swings or swings made out of wood, metal, or other rigid materials.
- There are no animal figure swings.
- There are no multiple-use occupancy swings (swings used by more than one child at a time) other than tire swings.
- There are no swing sets with more than 2 swings per bay.
- There are no rope swings; all ropes are anchored at both ends.
- There are no trapeze bars.
- Any see-saws present have a spring centering device for children 2-5 years of age. If see saws are used, there must be a shock absorbing material required to cushion seat impact on surface and the maximum height of the seat above the protective surfacing must not exceed 5 feet.
- There are no trampolines. (FCCERS-R 12 Safety Practices)

Active Play Equipment Maintenance

OK Fix

- Daily checks include: rocks, sticks, broken glass, animal waste, trash, toxic plants or plant debris, damage by vandals, displaced surfacing, broken equipment, chipping paint, puddles of water, insect hazards, need for lubrication of moving parts. Take action for fixing hazards
- All hardware fasteners, permanent coverings, or connecting devices are tight and cannot be removed without tools.
- All surfaces are intact.
- All structures are sturdy enough that they will not move or tip over when the weight of an adult is put against them.
- There is no peeling paint. (Lead in peeling paint on play equipment is a common hazard.)

Active Play Supervision

OK Fix

- All areas where children can play are in view of an adult at all times.
- Every child is accounted for at all times by a supervising adult. Some method of assuring that no child is hidden or missing from the group must be used.
- When children must leave the play area to use the toilet, to get first aid, or for any other reason, supervision of the child who leaves and the children who remain in the play area is secure and consistent. Maintain recommended staff:child ratios at all times.
- Children are prevented from playing in a way that challenges them beyond their abilities or that puts others at risk of significant injury.

Sand

OK Fix

- Sand digging areas are in the shade.
- Sand digging areas are contained by smooth frames and constructed to permit drainage.
- Sand is covered when not in use to prevent infectious disease and injury risk when animals and insects get into it.

Swimming

OK Fix

- All pools and ponds are enclosed with four-sided fencing that is resistant to climbing, is at least 4 - 6 feet high, comes within 3½ inches of the ground, and has openings no greater than 3½ inches. (FCCERS-R 12 Safety Practices)
- Fence openings have self-closing latching gates with the latch at least 55 inches from the ground.
- Walk areas around the pool have a nonskid surface that is at least 4 feet wide.
- The pool and pool maintenance have been inspected and approved by the local health department within the past year.
- Small, portable wading pools are not used for group water play. (They may be used by one child, then emptied and refilled to be used by another child.) Sprinklers or hoses are safer alternatives under close supervision.
- Equipment is available and used every two hours while children are in the water to test and maintain the pH of the water between 7.2 and 7.8.
- Water temperatures are maintained between 82° F and 88° F while the pool is in use.
- Caregivers have professional development in basic water safety and infant-child CPR according to the current recommendations from the American Heart Association and American Red Cross.

Security and Emergency Preparedness

OK Fix

- Smoke detectors and other alarms are connected to the main electrical supply or have a wireless connection with a battery back-up and are tested monthly.
- Each room and hallway has a fire escape route in addition to the entry door.
- Fire and evacuation escape plans are posted in each room.
- Fire plans/drills are practiced monthly.
- The facility is free of barriers to escape in case of fire.
- The children and adults can be evacuated in a single trip.
- All users of the facility know their roles and responsibilities in case of fires, injury, shelter-in-place emergencies or other disasters. Plans are developed and practiced. Sample emergency plans available at: www.ecels-healthychildcarepa.org.
- Emergency procedures and telephone numbers are clearly posted near each phone; including 911 and poison control 800-222-1222.
- Children's emergency phone numbers (parent, emergency contact, MD and dentist) can be easily taken along in case of an emergency evacuation.
- Emergency procedures include the following:
 - How to phone emergency medical services (EMS) system.
 - Transportation to an emergency facility.
 - Notification of parents.

- Where to meet if the child care setting is evacuated.

- Plans for an adult to care for the children while a caregiver stays with injured children. This includes escorting children to emergency medical care.

-Alternate location for care is known to staff and parents, and is stocked with essential supplies (formula, diapers, toys, first aid supplies).

- Emergency water supplies are stored in the home in case the primary water supply fails.
- Essential supplies (formula, diapers, toys, first aid supplies) are stored as per emergency plans.
Pennsylvania Emergency Management Agency (PEMA) recommends having supplies for 3 days. for children and adults in the facility, enough food, water, clothing, blankets, first aid, medications, portable crisis kit, toys and books, storage in alternate shelters of what can't be carried easily, equipment/supplies/written procedures for children and adults with special health needs, portable generator or spare batteries for equipment that requires electricity. Include supplies for infants such as diapers, wipes, waterless hand hygiene supplies, etc.)

PEMA Emergency Evacuation Kit is a necessity. A content checklist for the emergency kit, nonperishable food items and water should include an area where expiration dates can be written in pencil, types of supplies and toys gathered is helpful so that the kits can be routinely checked for readiness & replenished easily. The location of Supplies and Equipment should be included on your emergency plan floor plan. For details about emergency preparedness appropriate to the emergencies that could occur in your area, go to www.ready.gov, a website of the Federal Emergency Management Agency.

- Posted emergency numbers include: the nearest hospital, 911, children's protective services, and poison control center.
- All exits are clearly marked and free of clutter.

Security and Emergency Preparedness (cont'd)

OK Fix

- Storm doors and gates all open out for easy exit.
- Doors are kept locked from the outside so that only those who should gain entry can enter the facility
- All first aid kits have the required supplies as listed in First Aid Kit Inventory. First Aid Kits are restocked after every use and contents are checked monthly. The kits are stored out-of-the-reach of children, but where caregivers can easily reach them in an emergency.
- Caregivers always take a first aid kit on trips.
- One or more caregivers certified in infant and child first aid, and when children swim or children with disabilities are in care, one or more caregivers certified in infant and child CPR are always present.
- In addition to child abuse and Pennsylvania State Police criminal history clearances, FBI clearances as required by state law effective 2008 have been obtained for everyone who works in the child care facility and for all family child care home household members age 18 and over who live in the home at least 30 days in the calendar year.
- The living area is sealed from any attached garage or source of toxic fumes.
- The location of shut-offs for water, gas and electric service are known and checked once a year to be sure they operate properly.
- Children are taught to report if they or anyone else is hurt.
- Children are taught the words "stop" and "no". Caregivers avoid using those words unless there is danger.
- Children are taught their own telephone number, address, and parent's cell or work phone numbers, if age appropriate to learn this information (generally by 5 years of age).
- Children are taught how to phone EMS (911)-if age appropriate.
- Children are taught to crawl under smoke, and to Stop, Drop, Roll, and Cool if their clothes catch fire.
- Children are taught to point out any matches they find to an adult.

Vehicles

OK Fix

- All vehicles are licensed according to state law and insured for the type of transport being provided.
- All drivers are licensed and instructed in child passenger safety and educated about handling an emergency medical situation.

- At least one adult who accompanies or drives children has a valid pediatric first aid certificate from a course that included demonstration of the ability to provide pediatric CPR.
- Everyone, during every ride, uses age-appropriate safety restraints. (FCCERS-R 12 Safety Practices)
- Staff members encourage correct use of age-appropriate seat restraints by parents.
- Drivers use child-resistant door locks when the vehicle is in motion.
- All vehicles are locked when not in use.
- Head counts of children are taken after transporting to prevent a child from being left unintentionally in a vehicle, and children are never intentionally left in an unattended vehicle.
- A well-stocked first aid kit and fire extinguisher are in the vehicle for every ride.
- The caregiver has current emergency contact information and photo for each child when driving children.
- Trip plans include managing emergencies and location of local hospitals and ambulance services.
- Pickup and drop-off points are safe from traffic.
- Infant and toddler seats are installed correctly, with seats facing the rear of the car as long as the car seat says it is safe to maintain rearward positioning– best until 2 years of age.
- All children 12 and under should ride in the back seat, unless they meet the criteria for front seat occupancy of the National Highway Traffic Safety Administration 800/424-9393 or www.nhtsa.gov
- Driver knows where children are before putting vehicle in reverse.
- Bicycles and other riding toys are stable, well-balanced, and of the appropriate size. They do not have broken parts.
- Children one year of age and older use helmets approved by ASTM when riding toys or equipment with wheels (tricycles, bikes, etc.). Helmets are removed as soon as children stop riding the wheeled toys or equipment.

Vehicles (cont'd)

OK Fix

- Young bikers know traffic rules, ride while supervised, and follow safety rules or children do not ride bikes.
- Children less than 10 years of age don't cross the street without an adult. Children learn "Use traffic lights; cross at corners: scan Left-Right-Left for vehicles, using your eyes like a flashlight."

Hazards or Areas to Improve

Yes No

- There is a plan to fix all hazards noted or take out of play any items checked "Fix." The plan is:

Hazard to be Fixed / Area to Improve	Person Responsible	Action Needed	Date to be Completed	Date Completed
Example: Loose fill (wood mulch) displaced from slide exit zone	John's Wood Mulch, Inc	Rake loose fill back to original location and add to 8 inch depth	In one week (insert date)	today (or insert date)

Liquid soap for washing hands					
Hand sanitizer (use alcohol-based hand sanitizer to reduce spread of germs when soap and water are not available)					
Flashlight, whistle, battery powered radio					
Any emergency medication needed for a child in the group (e.g., bee/insect sting kit - if child with severe allergy is in care). Be sure to keep written instructions for use with the medication.					
List of emergency phone numbers, parents; home and work phone numbers, and the Poison Help hotline, 1-800-222-1222					
Pen/pencil and note pad (writing down information and instructions)					
Working cell phone					
Current American Academy of Pediatrics standard first aid chart or equivalent first aid book/guide), e.g., AAP Pediatric First Aid for Caregivers and Teachers (PedFACTs)					
INITIALS OF PERSON WHO CHECKED FIRST AID KIT					

KEEP FIRST AID KIT ACCESSIBLE TO CAREGIVERS, BUT OUT OF THE REACH OF CHILDREN!

Caregivers have current certification of successful completion of Pediatric First Aid training equivalent to the content of the course called Pediatric First Aid for Caregivers and Teachers (PedFACTs) offered by the American Academy of Pediatrics: www.aap.org or www.pedfactsonline.com

**Adapted from Caring for Our Children: National Health and Safety Performance Standards; Guidelines for Early Care and Education Programs, 3rd edition, 2011 and Pediatric First Aid for Caregivers and Teachers (PedFACTs), 2nd edition, 2013.*