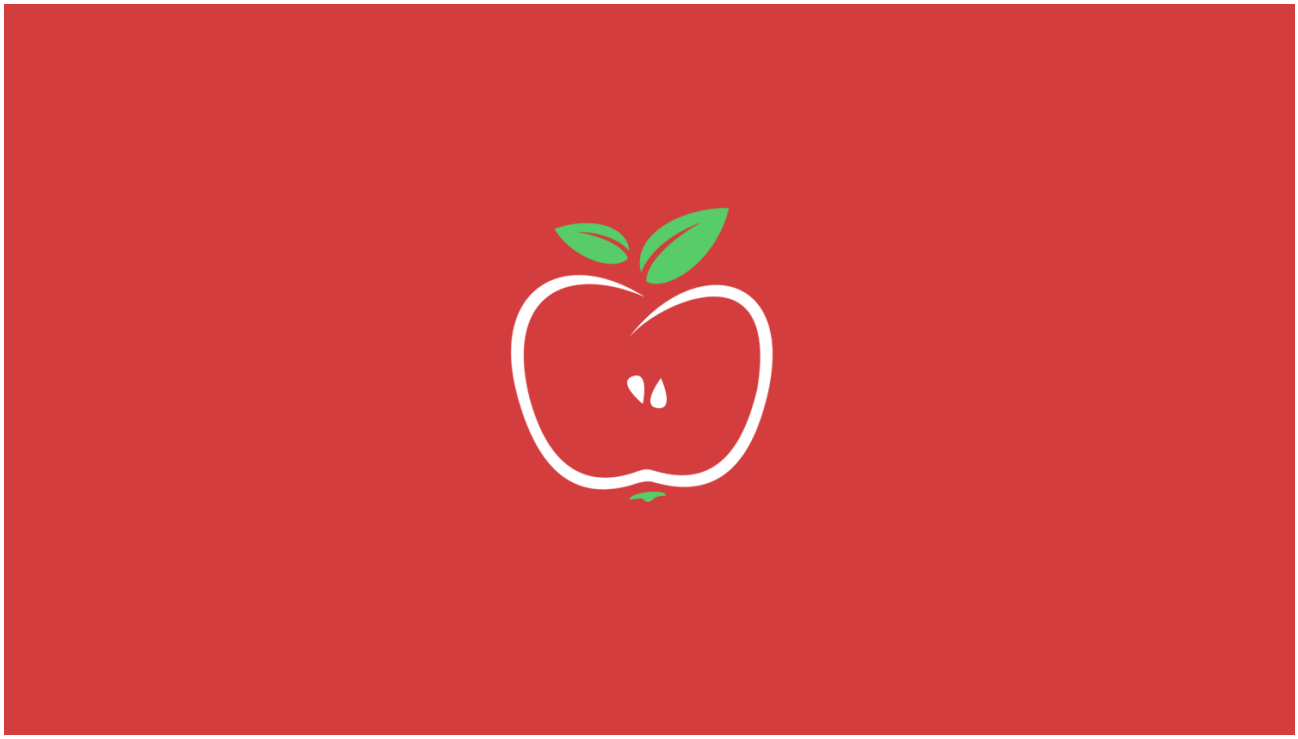
Preschool Classroom Health & Safety Checklist

Please use the following preschool classroom health & safety checklist weekly/monthly to ensure that your classroom is in compliance with the health and safety rules defined by child care licensing.



- [ ] All electrical outlets are covered
- [ ] All electrical cords are out of children's reach.
- [ ] All cords from the blinds must be hooked up and out of the children's reach when the blinds are down
- [ ] Each classroom must have the fire and tornado emergency procedures posted
- [ ] Each classroom must have and Emergency Medical Procedure poster posted
- [ ] Teachers must follow student to teacher ratios at all times
- [ ] All dispensers must be filled with soap and paper towel, including the bathrooms. Do not place products on top of the dispensers
- [ ] No food should be stored in the classroom
- [ ] Cabinets are kept closed and latched
- [ ] Personal belongings of staff, volunteers, and visitors are always out of children's reach
- [ ] Teachers are only permitted to eat when sitting down at the table with the children during meals and snacks
- [ ] All spray bottles must be labeled with the contents and poison control's number. Spray bottles must be kept out of children's reach and sight at all times
- [ ] All tables must be washed with the 2 step process before and after every meal and snack. Tables and chairs should be wiped down at the end of every day
- [ ] Floors must be swept after snacks and meals
- [ ] All adults must wash their hands before serving food or drinks, beginning cooking projects, or eating, as well as wiping

noses, helping in the bathrooms, administering medication

- [ ] All children must wash their hands prior to eating, helping with a cooking project, after using the bathroom, and after playing outside
- [ ] Food must be covered between classrooms
- [ ] Open food that needs refrigeration should be transferred to a covered plastic container with the date and contents marked on the lid
- [ ] All open milk must have the date and time on it when opened.
- [ ] All cots must be 18 inches apart at rest time and each cot must a sheet on it securely. Children must lay facing in opposite directions, head to toe
- [ ] Your classroom must be arranged so that it is easy to access all areas
- [ ] When supervising the playground/outdoor area all staff must be in different areas of the playground
- [ ] Emergency Medications are unlocked, out of reach of children, and readily accessible in First Aid backpack
- [ ] Parent emergency contact information must be easily accessible
- [ ] Water and cups must be available for children at all times
- [ ] Parents/Guardians/approved babysitters must have id at pick up and sign children in and out of the classroom

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