

# Monthly Playground Maintenance Checklist

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Weather: \_\_\_\_\_

		Satisfactory	Not Applicable	Attention Required	Required Action	Date Completed
Surfacing	Surface Contamination					
	Surface Compaction					
	Surface Depth					
	Surfacing Material Containment					
	Pooling Water					
	Protective Surfacing Zone					
	Exposed Footings					
Performance	Entanglement Hazards					
	Head/Neck Entrapment Hazards					
	Looping Hazards					
	Protrusion Hazards					
	Sharp Points/Edges					
	Pooling Water					
Maintenance	Tilting/Frost Heave					
	Chain Wear					
	Tangled Chains					
	Cracked/Worn Swing Seats					
	Bearings Wear					
	Lubrication					
	Loose/Worn/Missing Fasteners					
	Wood Splinters/Cracking					
	Broken/Damaged/Missing Parts					
	Finish/Paint/Rust					

		Satisfactory	Not Applicable	Attention Required	Required Action	Date Completed
Site	Fencing					
	Lighting					
	Signs					
	Furniture/Amenities					
	Pathways					
	Pests/Infestation					

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Checked by: \_\_\_\_\_ Signature: \_\_\_\_\_

# Monthly Playground Maintenance Checklist

## Guide to Completion

*(Note: For assistance in completing this checklist or for further clarification on the terms being used, contact a Canadian Certified Playground Inspector.)*

**Surface Contamination** - look for debris, stones, sticks, sharp objects, bottles, broken bottles, animal droppings, and other foreign objects in or on the protective surface. Check for sand or other granular material contaminating synthetic rubber surfaces.

**Surface Compaction** - Inspect the surface to see if it has become hard over time and requires loosening. Check for evidence of “hard pan” condition in sand, pea gravel, etc. surfaces. Check any synthetic surfacing to see if it has become hard over time due to sun exposure, etc.

**Surface Depth** - Check to see if the surface has settled over time. Ensure that appropriate depth exists in high wear areas under swings, slides, and sliding poles, etc.

**Surfacing Material Containment** - Ensure that the protective surfacing material is contained either by an excavated pit or by a retaining barrier/wall. Check for barrier/wall damage. Look for loose fill material migrating out of the contained surface area and for surrounding grass migrating into the contained surface area.

**Pooling Water** - Ensure that the surfacing material has adequate drainage and no evidence of pooling water exists.

**Protective Surfacing Zone** - Ensure that the protective surfacing zones around all pieces of equipment comply with CSA Standards.

**Exposed Footings** - Check to see if the concrete footings have shifted and heaved over time. Ensure that the tops of the footings are not exposed in the protective surface material.

**Entanglement Hazards** - Check for any entanglement hazards (refer to Clause 12.4 of CAN/CSA - Z614-07 for more information). Look for projections pointing upward more than 3mm, exposed bolt ends, and projections that increase in size. Look for connecting devices with gaps greater than 1mm. Look for gaps and other openings adjacent to slides and sliding poles that would catch a drawstring, scarf, or loose clothing. On slides, look for any projection that extends more than 3mm from the surface.

**Head/Neck Entrapment Hazards** - Look for any entrapment hazards (refer to Clause 12.2 of CAN/CSA - Z614-07 for more information). Look for fully bound openings (holes or spaces with borders all the way around) that are larger than 3.5 inches (88.9mm) and at the same time smaller than 9 inches (228.6mm). Look for partially bound openings (spaces in the shape of a U or V) where a child could get their neck over the top, lose their footing, and not get their head back through (Most often found along the top of (picket) fences, climbers, and wooden composite structures). Openings that have the ground as the bottom surface do not count as Entrapment Hazards.

**Looping Hazards** - Look for rope, cable, and chain (excluding swing chains) that are not fixed at both ends or that can be looped back over to create an inside loop perimeter greater than 125mm.

**Protrusion Hazards** - Check for any protrusion hazards (refer to Clause 12.3 of CAN/CSA - Z614-07 for more information). Look for bolts projecting upwards more than 3mm. Look for bolts with more than two threads exposed.

# Monthly Playground Maintenance Checklist

## Guide to Completion

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**Sharp Points/Edges** - Check for any accessible sharp edges or points that can cut, puncture, or lacerate the skin. Check for textured surfaces on seats or slides capable of cutting or abrading human skin. Look for popping nails, screws, and fasteners on wooden platforms, posts, and benches.

**Tilting/Frost Heave** - Look for evidence of frost action that has lifted, loosened, or otherwise misaligned structural elements and platforms. Determine the source of the frost action in order for repair.

**Chain Wear** - Look for bent, worn, open links, rust and/or rough edges. Replace as required.

**Tangled Chains** - Look for chains that are kinked, tangled or thrown over the top rail of swing sets. Straighten them out or replace if required.

**Cracked/Worn Swing Seats** – Check all swing seats for cracks and wear that could cause a pinch injury or could crack under loaded conditions. Replace as required.

**Bearings Wear** - Look for worn or excessive play in bearings and bushings and corroded or worn bolts, rivets, and clamps. Replace when worn.

**Lubrication** - Lubricate all parts as recommended by the manufacturer with a non-toxic lubricant.

**Loose/Worn/Missing Fasteners** - Ensure that all locking and fastening devices are secure. Look for missing, worn, rusted, or corroded fasteners and replace (never reuse S-hooks). Look for missing or broken fastener caps.

**Wood Splinters/Cracking** - Check wood timbers and support posts for excessive cracking. Note cracks exceeding 19 mm in width.

**Broken/Damaged/Missing Parts** - Look for damaged welds, bent components, cracks, broken panels, and graffiti/fire damage. Look for extremely warped plastic components. Look for evidence of missing components/parts that need replacing.

**Finish/Paint/Rust** - Look for scratched or damaged paint finishes and penetrating rust on metal components. Keep a close eye on monkey bars, ladder rungs, handrails or other places where hands are designed to be.

**Fencing** - Look for any visible damage. Check for protruding points in fence fabric and hardware. Be sure to check for Head/Neck Entrapment Hazards. Check for added attachments such as skipping ropes, etc.

**Lighting** - Check for visible damage and that the lights are in proper working order.

**Signs** - Check for visible damage or graffiti. Look to see if signs are securely fastened and readable.

**Furniture/Amenities** - Look for visible damage and that all parts are secure and functioning. Look for graffiti, etc.

**Pathways** - Check for visible damage, cracks in hard surfaces, trip points, and drainage problems (ponding of water).

**Locking Devices** – check all locking devices, interior and exterior to make sure they are in good working order.