

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS

**Members of Joint Health/Safety Committee
(Names to be posted as per WorkSafe BC regulations)**

- 1. _____
- 2. _____
- 3. _____
- 4. _____

11. Are there safety concern issues in any area? YES_____ NO_____

EXPLANATION: _____

PRINCIPAL/VICE PRINCIPAL/SUPERVISOR COMMENTS (If Required)

OHS COMMITTEE COMMENTS (If Required)



SCHOOL DISTRICT #22 (VERNON)

Safety Inspections

School/Facility Inspected: _____

District Safety Committee Representative: _____

Date: _____ Time: _____

A. WALKWAYS (INTERIOR)		YES	NO	EXPLANATION
1.	Are all walkways, aisles and doorways clear of obstacles?	___	___	_____
2.	Are all floor surfaces clean, ie no spills, grease, oil?	___	___	_____
3.	Are all holes, openings, etc. properly guarded?	___	___	_____
4.	Are mats and gratings in good repair?	___	___	_____
5.	Does the layout of walkways allow easy evacuation in cases of emergency?	___	___	_____
6.	Is there adequate room to move freely around desks, counters and cabinets?	___	___	_____
7.	Are all extinguishers easily accessible?	___	___	_____
8.	Have all extinguishers been serviced annually?	___	___	_____
9.	Is there alternative, automatic emergency lighting available?	___	___	_____

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B. STAIRS AND STAIRWAYS		YES	NO	EXPLANATION
1.	Are all stairs and stairways clear of all obstructions?	___	___	_____
2.	Do all stairs have treads in good order?	___	___	_____
3.	Are all handrails in place, in good order and according to regulations?	___	___	_____
4.	Do all stairways have adequate illumination?	___	___	_____
5.	Are all emergency exits clearly marked and free of obstructions?	___	___	_____

C. SITE EQUIPMENT AND ELECTRICAL SYSTEMS

1.	Are all machines clean and free of excessive dirt?	___	___	_____
2.	Are all guards in place?	___	___	_____
3.	Are all machines securely mounted?	___	___	_____
4.	Is there sufficient illumination?	___	___	_____
5.	Are on-off switches clearly marked on main supply switches?	___	___	_____
6.	Are all cords in good order, no breaks, fraying, etc.?	___	___	_____
7.	Are electrical cords secured to prevent tripping and other accidents?	___	___	_____
8.	Does equipment (powered) have lock-out capabilities?	___	___	_____

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9.	If required, is hearing protection (PPE) provided/available?	___	___	_____
10.	Are notices posted re: Hearing Protection Required?	___	___	_____
11.	Ventilation Systems: See filter change log at Maintenance Office			_____
12.	Fire Blanket? (shops only)	___	___	_____
	Emergency Eye Wash? (check First Aid stations)	___	___	_____
	Emergency Shower?	___	___	_____
13.	Are ladders appropriate and in good repair?	___	___	_____

D. HYGIENE FACILITIES

1.	Are washroom areas kept clean and in good order?	___	___	_____
2.	Is lunchroom clean and free of all contaminants, ie dust, fumes, noise, etc.?	___	___	_____

E. STORAGE AREAS

1.	Are materials stored in a safe manner?	___	___	_____
2.	Is the available storage space used efficiently?	___	___	_____
3.	Are flammable materials and/or explosive materials stored in a safe manner?	___	___	_____
4.	Is there adequate lighting services to ensure proper visibility?	___	___	_____

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5.	Are all materials clearly marked as to their contents?	___	___	_____
6.	Are lights shrouded as required?	___	___	_____
7.	Are cupboards/shelving units secured	___	___	_____

F. GROUNDS

1.	Are play areas free of dangerous objects?	___	___	_____
2.	Are Adventure Playgrounds checked on a regular basis?	___	___	_____
3.	Are exterior walkways in good condition and seasonally maintained?	___	___	_____
4.	Is exterior lighting adequate?	___	___	_____

G. LIGHTING AND OUTLETS

1.	Is there adequate lighting?	___	___	_____
2.	Are burnt out bulbs being replaced?	___	___	_____
3.	Are switches and outlets in good repair?	___	___	_____
4.	Do all outlets have grounds?	___	___	_____
5.	Does all electrically powered equipment have ground prongs intact?	___	___	_____

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H. W.H.M.I.S./ CONTROLLED PRODUCTS		YES	NO	EXPLANATION
1.	Is there a procedure for updating WHMIS book re: Material Safety Data Sheets	___	___	_____
2.	Are the are the current MSDS's current?	___	___	_____
3.	Are containers labeled as required by WHMIS, ie Supplier Workplace Labels?	___	___	_____

I. EMERGENCY PRECAUTIONS

1.	Are there plans and procedures for emergency situations: ___ Bomb Threats ___ Earthquake, ___ Fire ___ Lock downs (Policy 5010.3, 3c, 3e)?	___	___	_____
2.	Are all alarm systems working?	___	___	_____
3.	What was the date of the last fire practice?	___	___	_____
4.	What was the date of the last earthquake practice?	___	___	_____
5.	First Aid Book location.	___	___	_____
6.	Name of First Aid Attendant.	___	___	_____
7.	First Aid Certificate?	___	___	_____
8.	Is " Notice of First Aid and Attendant" posted/displayed?	___	___	_____
9.	Are accident records being maintained?	___	___	_____
10.	Is privacy of accident records maintained?	___	___	_____

AREAS IDENTIFIED FOR SAFETY INSPECTIONS
(Please adjust for your site)

Site Location: _____ **Date:** _____

- ___ Classrooms _____
- ___ Office (s) _____
- ___ Hallways _____
- ___ Washrooms _____
- ___ Storage Locations/Basement _____
- ___ Teacher Prep Area (s) _____
- ___ Staff room (s) _____
- ___ Drama Room _____
- ___ Band/Music Room _____
- ___ Art Room _____
- ___ Home Ec Room _____
- ___ Science Labs _____
- ___ Science Storage Rooms _____
- ___ PE Equipment Room _____
- ___ Medical Room _____
- ___ Custodial Room(s) _____
- ___ Electrical Room(s) _____
- ___ Mechanical/Boiler/Furnace Room(s) _____
- ___ Roof Access _____
- ___ Ladder Storage Access _____
- ___ Waste Storage Areas _____
- ___ Entrance Areas _____
- ___ Inside Stairways _____
- ___ Outside Stairways _____
- ___ Shop(s): _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

___ Other: _____