

Appendix I-2

Sample Safety Checklist - Gymnasium Equipment

Each school is to develop a procedure for regular inspection with appropriate follow-up.

Site name: _____

Inspection date: _____ Time: _____

Inspected by: _____

| Item | Yes | No | Follow Up/Action/Next Steps |
|---|-----|----|-----------------------------|
| Badminton | | | |
| racquets useable (no splinters or broken strings) | | | |
| Badminton Net | | | |
| free of exposed wires along top and frayed wires along poles | | | |
| free of tears and holes | | | |
| no sharp edges | | | |
| Badminton Posts | | | |
| hooks, pulleys and ratchet in good condition | | | |
| Ball Hockey/Floor Hockey | | | |
| goals have welds and frames in good condition | | | |
| wooden floor hockey sticks free of splinters | | | |
| plastic ball hockey sticks free of cracks and broken edges/ends | | | |
| stick blades secure to shaft | | | |
| Emergency Equipment | | | |
| first aid kit fully stocked and accessible | | | |
| emergency phone numbers posted | | | |
| access to phone/office via P.A. system | | | |
| Gymnastics Equipment | | | |
| Balance Beam | | | |
| no tears in covering (rips may be glued down) | | | |
| height-adjustment mechanism | | | |

| | | | |
|--|--|--|--|
| functional and in good condition | | | |
| balance beam is stable and level | | | |
| Floor Exercise Tumbling Mats | | | |
| no holes (rips may be taped) | | | |
| uniform thickness and compaction throughout | | | |
| Velcro in good condition | | | |
| Mini-Trampoline | | | |
| stable with height-adjustment knobs in good condition | | | |
| all springs in place with hooks pointing down or elastic cable in good condition | | | |
| frame pad completely covers springs/cables and frame | | | |
| non-slip rubber feet in good condition | | | |
| take-off surface in good condition | | | |
| Pommel Horse | | | |
| horse is stable and level | | | |
| no tears in covering (rips may be taped or glued down) | | | |
| height-adjustment mechanism in good condition | | | |
| pommels smooth, no chalk build-up | | | |
| Rings | | | |
| ring stand (if used) secure and vertical (see Uneven Bars) | | | |
| no kinks or knots in steel cables | | | |
| no exposed frayed wire | | | |
| leather/webbing straps checked for wear | | | |
| no splinters, cracks or chalk build-up | | | |
| Take-off Board (not a springboard) | | | |
| free of splinters and broken tops/legs | | | |
| floor protection pads in good condition | | | |
| carpeted non-slip take-off surface in good condition | | | |
| all bolts tightened and rubber non-slip pads in good condition | | | |

| | | | |
|---|--|--|--|
| Uneven Parallel Bars/High Bar/Parallel Bars | | | |
| floor hooks in good condition | | | |
| no "S" hooks | | | |
| if quick-links are used, must be fully threaded | | | |
| turnbuckle hooks functional and fully threaded | | | |
| no kinks or knots in steel cables | | | |
| no exposed frayed cables | | | |
| loops in cables checked for wear | | | |
| height-adjustment mechanism in good condition | | | |
| wood/fibreglass rails have no cracks, splinters or caked-on chalk | | | |
| steel rail is straight | | | |
| Vault and Box Horse | | | |
| pad and cover free from tears and wearing | | | |
| sufficient padding to absorb impact | | | |
| inner posts solid (box horse) | | | |
| height-adjustment mechanism in good condition | | | |
| free of cracks and splinters | | | |
| nuts, bolts and screws tight | | | |
| High Jump | | | |
| standards, base, attachments and uprights in good condition | | | |
| portable pit cover free of tears | | | |
| portable pit foam in good condition | | | |
| fibreglass crossbars free of cracks and splinters | | | |
| Hoops | | | |
| free of cracks and bends | | | |
| Mats (e.g., gymnastics, wrestling) | | | |
| covers free of tears and wearing | | | |
| foam in good condition | | | |
| Velcro fasteners functional | | | |

| | | | |
|--|--|--|--|
| Permanent Climbing Walls | | | |
| inspect all climbing elements (e.g., ropes, zip lines, harnesses, carabiners, helmets and ladders) | | | |
| Pool Equipment | | | |
| reaching assists in working order | | | |
| lane ropes in working order | | | |
| life jackets in good condition | | | |
| spinal board in good condition | | | |
| ring buoy in good condition | | | |
| starting blocks are secure when in place | | | |
| bench tops and supports free from cracks and splinters | | | |
| bolts and screws secure | | | |
| Scooter Boards | | | |
| wheels secure | | | |
| boards free of cracks and broken edges | | | |
| Softball | | | |
| wooden and metal bats not cracked | | | |
| good grip end to prevent slippage | | | |
| Volleyball Net | | | |
| free of exposed wires along top and frayed wires along poles | | | |
| free of tears and holes | | | |
| Volleyball Posts | | | |
| hooks, pulls and ratchet in good condition | | | |