

Sample Safety Checklist - Gymnasium Equipment

Teachers must perform a visual check of equipment before the activity/sport to determine that it is in safe playing condition. Any broken equipment must be removed or repaired. This sample checklist can be used as a guide.

Site name:
Inspection date:
Inspection time:
Inspected by:
Badminton
Racquets useable (no splinters or broken strings)
○ Yes
\bigcirc No

Follow Up/Action/Next Steps:
Badminton Net
Free of exposed wires along top and frayed wires along poles
Free of tears and holes
No sharp edges
○ Yes
○ No
Follow Up/Action/Next Steps:
Badminton Posts
Hooks, pulleys and ratchet in good condition
○ Yes
○ No

Follow Up/Action/Next Steps:
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
O Yes
○ No
Follow Up/Action/Next Steps:
Balls
All balls must be properly inflated
○ Yes
O No

Follow Up/Action/Next Steps:
Emergency Equipment
First aid kit fully stocked and accessible
Emergency phone numbers posted
Access to phone/office via the public announcement system
○ Yes
O No
Follow Up/Action/Next Steps:
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
O Yes
\bigcirc No

Follow Up/Action/Next Steps:
Gymnastics Equipment - Floor Exercise Tumbling Mats
No holes (rips may be taped)
Uniform thickness and Compaction throughout
Velcro in good condition
○ Yes
○ No
Follow Up/Action/Next Steps:

Gymnastics Equipment - 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

○ Yes
O No
Follow Up/Action/Next Steps:
Gymnastics Equipment - 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
○ Yes
○ No
Follow Up/Action/Next Steps:
Gymnastics Equipment - 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	
○ Yes	
○ No	
Follow Up/Action/Next Steps:	
Gymnastics Equipment - Take-off Board (not a springboard)	
 Gymnastics Equipment - Take-off Board (not a springboard) Free of splinters and broken tops/legs 	_
Free of splinters and broken tops/legs	
 Free of splinters and broken tops/legs Floor protection pads in good condition 	
 Free of splinters and broken tops/legs Floor protection pads in good condition Carpeted non-slip take-off surface in good condition 	
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Gymnastics Equipment - Parallel Bars/Uneven Parallel Bars/High Bar

ymnastics Equipment - Vault and Box Horse	
llow Up/Action/Next Steps:	
No No	
Yes	
Steel rail is straight	
Wood/fiberglass rails have no cracks, splinters or caked-on chalk Stool rail is straight	
Height-adjustment mechanism in good condition Wead /fiberralese reits bevo no erests an interest or called an abolt.	
Loops in cables checked for wear Unight adjustment machanism in good condition	
No exposed frayed cables Learns in achieve checked for week	
No kinks or knots in steel cables	
Turnbuckle hooks functional and fully threaded	
If quick-links are used, must be fully threaded Turnbuckle books functional and fully threaded	
No "S" hooks	
Floor hooks in good condition	

- 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
○ Yes
○ No
Follow Up/Action/Next Steps:
High Jump
Standards, base, attachments and uprights in good condition
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 Standards, base, attachments and uprights in good condition Portable pit cover free of tears
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 Standards, base, attachments and uprights in good condition Portable pit cover free of tears Portable pit foam in good condition Fiberglass crossbars free of cracks and splinters
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 Standards, base, attachments and uprights in good condition Portable pit cover free of tears Portable pit foam in good condition Fiberglass crossbars free of cracks and splinters Yes No

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Free of cracks and bends	
O Yes	
O No	
Follow Up/Action/Next Steps:	
Mats (for example, gymnastics, wrestling)	
Covers free of tears and wearing	
Foam in good condition	
Velcro fasteners functional	
O Yes	
O No	
Follow Up/Action/Next Steps:	

Permanent Climbing Walls

 Inspect all climbing elements (for example, ropes, zip lines, harnesses, carabiners, helmets and ladders)
○ Yes
○ No
Follow Up/Action/Next Steps:
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
○ Yes
\bigcirc No

Follow Up/Action/Next Steps:
Scooter Boards
Wheels secure
Boards free of cracks and broken edges
O Yes
○ No
Follow Up/Action/Next Steps:
Softball
Wooden and metal bats not cracked
Good grip end to prevent slippage
○ Yes
○ No

Follow Up/Action/Next Steps:				
Volleyball Net				
Free of exposed wires along top and frayed wires along poles				
Free of tears and holes				
○ Yes				
○ No				
Follow Up/Action/Next Steps:				
Volleyball Posts				
Hooks, pulls and ratchet in good condition				
○ Yes				
○ No				

Follow Up/Action/Next Steps:		