

Classroom Safety Checklist

Staff Name: _____ Building: _____ Room #: _____ Date: _____

Assessment Conducted By: _____

Instructions:

- 1) Check YES or NO for each of the following items. Skip any that do not apply.
- 2) Go back and circle each NO; these are the items that you have identified as dangerous to you and your class.
- 3) For each NO, suggest a way to remove the danger (use the comments space).

YES/NO

	Are desks and tables located where they cannot slide and block exits?
	Are tall file cabinets securely attached to the wall or out of the way from toppling on anyone? Are the heavy items on top of the file cabinets restrained?
	Do file cabinet doors have latches? Are the drawers securely closed?
	Are computers out of the way if a monitor falls over?
	Are storage spaces secured to the wall or attached to each other?
	Are display cases protected against overturning or sliding off tables?
	For freestanding equipment on wheels, are they all secured against overturning or sliding (ex. TV straps)?
	Is freestanding equipment protected against rolling or falling over?
	Are all heavy, sharp, or breakable wall decorations securely mounted, with closed eye hooks, for example?
	Do books or materials stored on shelves have adequate restraints to keep them from falling off the shelves? Are heavy items on lower shelves?
	Are fire extinguishers securely mounted and easy to access?
	Are all your outlets covered so that internal wires are not visible?
	Are wires or other tripping hazards out of the way of walkways?

Comments:

If you see any other hazards not included on this list, please specify them here:
