SPENCER COUNTY PUBLIC SCHOOLS
BUILDING SAFETY INSPECTION CHECKLIST

NAME OF SCHOOL: Preschool building

DATE INSPECTION CONDUCTED: 2/6/18

INSPECTOR'S NAME & TITLE: Jim Oliver

INSTRUCTIONS: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA".

1. Are there adequate mats at entrances? (Yes) No
2. Are all exterior doors tested weekly for ease of operation/locking and proper closure? (Yes) No
3. Do all exit doors close securely by themselves? (Yes) No
4. Are all exit signs in place and illuminated? (Yes) No
5. Are door props around exterior doors removed from premises? (Yes) No
6. Are all windows free of cracks and broken glass? (Yes) No
7. Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:
   (a) in good serviceable condition and well maintained? (Yes) No
   (b) properly insulated and separated from all combustible material by a safe distance? (Yes) No
8. Is the outside shut-off valve on the gas supply line marked and readily accessible? Yes No (NA)
9. Has the HVAC equipment been serviced within the past year? (Yes) No
10. Is someone on site trained and designated to render first aid, and are supplies readily available? (Yes) No
11. Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available? (Yes) No
    (a) have first aid personnel received bloodborne pathogens training? (Yes) No
12. Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable liquids and other debris?
    (a) Mechanical Rooms and Electrical Panels? (Yes) No NA
    (b) Stage/Doorways/Exits? (Yes) No NA
    (c) Dressing Rooms / Locker Rooms? Yes No (NA)
13. Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant? (Yes) No NA
14. Are all chemicals (cleaning materials, gasoline, etc..) labeled and properly stored? (Yes) No NA
    (a) are MSDS sheets on file in accordance with the hazard communication program? (Yes) No NA
15. Has an inventory been taken within the past year for all chemicals? Where is the inventory? closet (Yes) No NA
    (a) is the quantity of hazardous chemicals limited as much as practicable? (Yes) No NA
16. Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste? Yes No (NA)
17. Are approved metal safety cans used for gasoline and other similar liquids? Yes No (NA)
18. Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated? (Yes) No NA
19. Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one? (Yes) No NA
20. Have fire extinguishers been inspected or recharged within the last year? (Yes) No NA
21. Have all filters on HVAC equipment been checked? DATE: Dec (Yes) No NA
22. Is all floor tile and carpet intact? (Yes) No NA
23. Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition? (Yes) No NA
24. Are areas around toilets, sinks and water fountains free of leaks? (Yes) No NA
25. Was a separate monthly playground inspection was conducted and documented? Yes No (NA)

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071
Phone: 502-477-3250 Fax: 502-477-3259 Email: jim.oliver@spencer.kyschools.us