Eastmont

4200-P

Custodial Daily Safety Checklist

School: _____ Month/Year: _____/_____

<u>Each day before students are on campus</u>, please ensure that the school grounds are safe for students. Write the date and your initials underneath each heading, signifying that you verify it has been checked.

Today's Date	Playground equipment	Woodchips	External Grounds	External Buildings	External Sidewalks
(Example: 9/1/18)	Safe, free of graffiti, & vandalism	Depth is at least 9" deep	All trash & unsafe items removed	Free of graffiti and vandalism	Winter – Clear of snow & ice

_____ (Custodian's Initials) Each Fire Extinguisher has been checked this month and is ready for use.

Head Custodian Signature: _____ Date: _____

Submit to your building principal by the 5th day of the next month.

Principal/Designee Signature: _____ Date: _____

Submit to the District Maintenance Director by the 10th day of the next month.

Maintenance Dir./Designee Signature: _____ Date: _____

To be kept on file in the Maintenance Office.

Revised 9/2018;