

FAMILY STUDIES Classroom Checklist

All items on checklist for Standard Classrooms apply with the following additions:

Kitchen Area

Are all major and minor appliances in good condition and maintained on a regular basis?

Is the local exhaust ventilation (where installed) operating with filters and is the under-hood area clean? Are pot holders/mitts accessible in cooking technology area?

Is a fire extinguisher secured to wall with an inspection tag indicating visual inspection within the last month? Is the area around and above stoves or stove hoods kept free from combustible materials? Are all containers clearly labeled?

Are knives stored safely in racks or knife blocks?

Are food preparation and cutting surfaces maintained to prevent contamination?

Sewing Area

Are sewing machines mechanically fit with power cords and plugs in good repair? Are the machines and cords arranged so as not to create a trip hazard?

Laundry Area

Are all containers labeled? Cleaning materials containing controlled substances should have original labels or WHMIS workplace labels

GFI (ground fault interrupter) electrical receptacles are recommended near plumbing.

PHYSICAL EDUCATION

All items on checklist for Standard Classrooms apply with the following additions:

Do storage areas where volleyball net posts, handball nets etc. are stored have suitable restraints to prevent tipping and falling? Do storage areas, for large objects, have suitable guards over the lighting to ensure the bulbs are not broken when moving large objects in and out?

Do the gyms have secure guards over any lighting to ensure they cannot be damaged by normal gym activities? Are fixtures such as bleachers and basketball backstops securely fastened to the wall?

Are retractable basketball backstops raised and lowered manually, unless equipped with an electrical system? Devices such as electric drills should not be used.

Are floor sockets for game standards flush with the floor?

Is all fixed equipment, (e.g. ropes, climbing racks and basketball backstops) inspected regularly? Are records kept?

LIBRARY and COMPUTER LABS

All items on checklist for Standard Classrooms apply with the following additions:

Are bookshelves situated with clear paths for exit in case of fire?

Are free standing bookshelves double width and shoulder height for stability?

Are all wall mounted shelves securely fastened to the wall?

Are computer cabling and power bars secured to prevent a tripping hazard?

Are monitors either placed with back to the wall (perimeter set up) or back-to-back to ensure that the operator is a safe distance from the rear of the monitor?

Are workstations and chairs ergonomically designed; do chairs have a 5-point base?

AUDITORIUMS/CAFETORIUMS

Is there a posted Occupancy Sign on the auditorium and cafeteria? The Ontario Fire Code requires the sign.

Are there accessible fire extinguishers (CO₂ or dry chemical type) wall-mounted in appropriate locations such as in stage wings?

Is overhead lighting above the stage, or supplying the stage, wired permanently; i.e. not using extension cords? Do all lighting control panels have CSA approval or certified by the Electrical Safety Authority? Are all electrically operated props or other equipment CSA approved?

Do overhead floodlights or spotlights have safety chains or wires securing them to the overhead frame? Are the fixed seats in good condition?

Are auditorium steps in good condition, particularly on the stair edge to eliminate trip hazards?

If there is a metal or plastic nosing on the steps, it should be checked to ensure it is secure.

Do backstage mezzanine and steps leading to the mezzanine area have a guardrail and handrail? Are tables and chairs arranged to provide clear aisles for emergency exit?