



## Sample Routine Maintenance and Inspection Form

*Note: This form is provided as a sample checklist for inspections, but you should customize these to your playground and your equipment manufacturer's recommendations.*

Name of park or playground: \_\_\_\_\_ Name of inspector: \_\_\_\_\_  
 Date of inspection: \_\_\_\_\_ Time of inspection: \_\_\_\_\_  
 Weather conditions at time of inspection: \_\_\_\_\_  
 Number of playground users present: Parents \_\_\_\_\_ Children age 2-5 \_\_\_\_\_ Children ages 5-12 \_\_\_\_\_

	Check if OK	Comments
<b>Playground Upkeep</b>		
Check the entire playground area for miscellaneous debris or litter.		
Check to make sure trash receptacles are being emptied, and that they aren't missing.		
Check for any damage to equipment or other playground features caused by vandalism or wear; for example, check for any broken or missing handrails, guardrails, protective barricades, or steps and rungs on ladders and climbers. Also look for any damage to fences, benches or signs on the playground		
Check the condition of the risk management sign. Is it present, visible and in good shape?		
<b>Surfacing</b>		
Check for equipment that does not have adequate safety surfacing under and around it, and for surfacing materials that have deteriorated. (see CPSC surfacing chart)		
Check loose-fill surfacing materials for foreign objects or debris.		
Check loose-fill surfacing materials for compaction and reduced depth, with special attention to heavy use areas such as those underneath swings and slide exit areas.		
Inspect rubber surface areas for damage or deterioration		
<b>General Hazards</b>		
Check all equipment and other playground features for any hazards that may have emerged. Check for sharp points, corners, and edges; for example, check the slides and sliding surface of slide chutes for sharp or rough edges caused by deterioration.		
Check for protrusions and projections		



Check for missing or damaged protective caps or plugs.		
Check for potential clothing entanglement hazards, such as open S-hooks.		
Check for pinch, crush, and shearing points or exposed moving parts.		
Check for areas where a child's head or body parts may be entrapped. (see CPSC guidelines)		
Check for trip hazards, such as exposed footings on anchoring devices and rocks, roots, or any other environmental obstacles in the play area.		
<b>Deterioration of Equipment</b>		
Check all equipment and other playground features for rust, rot, cracks, and splinters, with special attention to possible corrosion where structures come in contact with the ground.		
Check for unstable anchoring of equipment		
<b>Security of Hardware</b>		
Check for any loose or worn connecting, covering, or fastening hardware devices. For example, check the S-hooks at both ends of suspending elements of swings and all connection points on flexible climbers for wear.		
Check all moving parts, such as swing bearing hangers for wear.		
Make sure all other moveable joints or connection pieces are properly covered and not entanglement or entrapment hazards.		
<b>Equipment Use Zones</b>		
Check for obstacles in equipment use zones. (see CPSC guidelines for definition of use zones).		



## Sample Playground Needs Survey

Please place a check mark next to the answer that is most appropriate.

### Section 1: Maintenance

1. Please rate overall playground maintenance.  
 Poor                       Average                       Excellent
2. If you had to select one area of the playground that needs more attention, which would it be?  
 Safety surfacing                       Playground equipment                       General environment
3. Would you be willing to spend one-half a day volunteering your time to help with routine playground maintenance?  
 Yes                       No

### Section 2: Site Amenities

4. Please check the items that you feel would enhance our neighborhood park playground area:

Benches                       Picnic tables                       Sandbox area                       Drinking fountain  
 Landscaping                       Shelter                       Restrooms                       Walking path  
 Security lighting                       Electricity                       Shade structure

Half-court basketball                        Other: \_\_\_\_\_

### Section 3: Playground Programming

5. Would you, or members of your family, like to participate in any of the following:  
 Music programs                       Book clubs                       Gardening activities  
 Exercise programs                       Hobby clubs/classes                       Nature programs  
 Outdoor concerts                       Parent-child programs                       Arts/crafts classes  
 Other: \_\_\_\_\_
6. Which of the following is the most convenient time for you and your family to participate in playground programs?  
 Once a week for several weeks                       Twice a week for two or three weeks  
 Two-day weekend workshop                       Two-night weekday workshop  
 One-time only workshop