

Daily Play Equipment Inspection Form

School Name: _____ Address: _____

School Staff/Inspector Name: _____ Date: _____

Work Order Generated: Yes No Date: _____ Work Order # _____

Key: 1 = Okay 2 = Needs Maintenance 3 = Request for Repair
 WO = Work Order Generated CA = Corrective Action Complete

General Inspection Items	Key #	Inspection Comments	Repairs Comments
Vandalism: damage, graffiti, glass, trash, needles, etc.			
Loose or missing hardware			
Ropes/Chains (kinked, twisted, broken)			
Guardrails/handrails secure			
Slide/surfaces, platforms (cut, cracked, missing)			
Wood (rotten, cracked, missing)			
Remove foreign objects (ropes, chains, wood, etc.)			
Sweep walkways, platforms, steps			
Footers (concrete) exposed			
Standing water			
Objects in surfacing material			
Rake level surfacing material			
Need Surfacing Materials For:			
Play equipment systems			
Climbers			
Slide			
Other individual play pieces			
Others			
Wooden Borders			

Use back of form for additional comments. Report all vandalism to main office of school. Call the police for police report and document damage (e.g., photographs).