**SAFE SLEEP AND CRIB SAFETY CHECKLIST**

- Make sure there are no more than 2-3/8 inches between crib slats so a baby's head cannot fit through the slats.
- The mattress should be firm and snug-fitting so a baby cannot get trapped between it and the side of the crib.
- Place baby on his or her back to sleep on a firm surface.
- No missing loose, broken or improperly installed screws, brackets or other hardware should be on the crib or the mattress support.
- There should be no corner posts more than 1/16 inch above the end panels (unless they are over 16 inches high for a canopy) so a baby cannot catch clothing and strangle.
- Make sure there are no cutout areas on the headboard or footboard so a baby's head cannot get trapped.
- A mattress support should not easily pull apart from the corner posts so a baby cannot get trapped between mattress and crib.
- Rails should be 26 inches from the top of the railing to the mattress support at its lowest level.

**BEST PRACTICES**

- Put babies to sleep on firm mattresses with well-filling sheets. Do not allow babies or older children to share cribs and do not put toys and other soft bedding (blankets, comforters, pillows, stuffed animals or wedges) in the crib with the baby.
- Keep beds and cribs away from windows and drapery cords.
- *Find full list of crib safety standards at www.cpsc.gov/cpscpub/pubs/5023.pdf*

**FIRST-AID KIT CHECKLIST**

**Your first-aid kit should include the following:**

- First-aid handbook or chart
- Vinyl or non-latex gloves
- Breathing mask
- Cold packs
- Assorted adhesive bandages
- Gauze dressing pads (2-inch & 4-inch sizes)
- Adhesive tape
- Small scissors
- Sanitary thermometer or temperature-taking device
- Soap towelettes or soap and water
- Chlorine bleach or other supplies to ensure safe clean-up of blood or body fluids
- Plastic bag to collect soiled gloves and used supplies
- Any other supplies needed to conform to written health policies
- Optional: Knuckle fabric bandages, tweezers, elastic bandage, triangular sling bandages, roller gauze bandages (2-inch and 3-inch widths)
Introduction to Child Care Health and Safety Online Training

INDOOR, OUTDOOR AND TRANSPORTATION SAFETY CHECKLISTS

Use the following checklists to see if your childhood care and education setting is as safe as it can be. Many of these items are listed requirements of certified and/or registered childhood care and education. Refer to your individual rulebook to determine if the item relates to the type of care you provide. Those items listed under “best practices” are additional measures you can take to make your childhood care and education safe.

<table>
<thead>
<tr>
<th>INDOOR SAFETY CHECKLIST</th>
<th>BEST PRACTICES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fire protection</strong></td>
<td></td>
</tr>
<tr>
<td>□ Smoke alarms are installed in all sleeping areas and tested monthly.</td>
<td>□ The best type of protective outlet covers have interior shunts or shutters that cover the outlet openings automatically when a plug is removed, or a blank cover plate installed over the outlet. Push-in safety plugs are a choking hazard and are not recommended for use in an early care and education setting.</td>
</tr>
<tr>
<td>□ You have a fire escape plan and practice fire drills.</td>
<td>□ Electrical outlets in bathrooms or by sinks in kitchens in early care and education homes should have ground fault circuit interrupter (GFCI) outlets. The outlet openings need to be covered as described above.</td>
</tr>
<tr>
<td>□ You have a working fire extinguisher with a rating of at least 2-A: 10-BC.</td>
<td>□ No electrical devices accessible to children should be located where they can be plugged into an electrical outlet while in contact with a water source.</td>
</tr>
<tr>
<td>□ Fireplaces, wood stoves and heaters have been inspected and approved for use by the local building official. Protective barriers make these units inaccessible to children.</td>
<td>□ Electrical fans, if used, are mounted high on the wall or ceiling or guarded to limit the size of the blade guard opening.</td>
</tr>
<tr>
<td>□ No obstructions are placed in corridors, stairwells or exit ways.</td>
<td></td>
</tr>
<tr>
<td><strong>Protection from electrical hazards</strong></td>
<td></td>
</tr>
<tr>
<td>□ Electrical outlets accessible to children are covered with child-resistant covers or are of the childproof type safety tamper proof or resistant type. Shock stops (safety plugs) are installed on all unused outlets.</td>
<td></td>
</tr>
<tr>
<td>□ Electric appliances are unplugged when not in use and stored so they cannot fall in water and cause an electric shock.</td>
<td></td>
</tr>
</tbody>
</table>
### Protection from poisons and other hazards

- Stairways accessible to infants and toddlers have safety gates at both the top and bottom. Safety gates with a straight top edge and rigid mesh screen are best. Gates and enclosures should have the Juvenile Products Manufacturers Association (JPMA) certification to ensure safety.
- All stairways with three steps or more used by children have handrails installed for their use.
- Heavy objects such as bookcases, cubbies and shelving are anchored or secured to prevent them from falling over and injuring children.
- Protective barriers are in place to protect children from any hazardous location.
- Firearms and ammunition are kept under lock. Ammunition is stored separately from firearms. Firearms must remain unloaded.
- Glass doors and low windows are clearly marked for visibility at child's level (with decals or tape) and made of safety glass for protection from impact.
- Floors are free of splinters, large or unsealed cracks, sliding rugs and other hazards.
- Poisonous plants are out of children's reach
- Lead-based paint or other toxic materials shall not be used on walls, furnishings, toys or any other equipment, materials or surface, that may be used by children or are within their reach

Items of potential danger to children such as cleaning supplies and equipment, matches and lighters, poisonous and toxic materials, paints, plastic bags, aerosols and detergents are:

(A) Kept in the original container or labeled;
(B) Secured by a childproof lock or latch;
(C) Stored in an area not used by children; and,
(D) Stored separately from food service equipment and supplies.

### Furniture and toys

- Furniture is durable and cleanable or has non-absorbent surfaces, is safely constructed and in good repair.
- Do not use infant walkers.
- Inspect toys often to make sure they are in good repair and cleaned regularly.

### BEST PRACTICES

- Chemicals used in lawn care treatments should be limited to those listed for “non-restricted use.” The Environmental Protection Agency has a list of restricted chemicals unsuitable for use in an early care and education environment.
- When cleaning agents cannot be stored separately and must be stored in the same room with food, these supplies should be clearly labeled and kept separated from food items in separate cabinets that are inaccessible to children.
- Install carbon monoxide detectors and check batteries often.

- Check them for sharp edges or small parts that may come off, be swallowed and cause choking. Toys are checked before purchase or if brought in by the child.
- Make sure that all pieces of play equipment are designed to guard against a child’s head getting stuck and causing strangulation. The current “Handbook for Public Playground Safety,” U.S. Consumer Product Safety
Check [http://www.cpsc.gov](http://www.cpsc.gov) for child products, including cribs and toys that have been recalled. Sign up for the automatic email alerts.

**Cribs**

- Make sure there are no more than 2-3/8 inches between crib slats so a baby's head cannot fit through the slats.
- The mattress should be firm and snug-fitting so a baby cannot get trapped between it and the side of the crib.
- Place baby on his or her back to sleep on a firm surface.
- No missing, loose, broken or improperly installed screws, brackets or other hardware should be on the crib or the mattress support.
- There should be no corner posts more than 1/16 inch above the end panels (unless they are over 16 inches high for a canopy) so a baby cannot catch clothing and strangle.
- Make sure there are no cutout areas on the headboard or footboard so a baby's head cannot get trapped.
- A mattress support should not easily pull apart from the corner posts so a baby cannot get trapped between mattress and crib.
- There should be no splinters, rough edges or tears in mesh or fabric sides.
- Rails should be 26 inches from the top of the railing to the mattress support at its lowest level.

**BEST PRACTICES**

- Put babies to sleep on firm mattresses with well-fitting sheets. Do not allow babies or older children to share cribs and do not put toys and other soft bedding (blankets, comforters, pillows, stuffed animals or wedges) in the crib with the baby.
- Keep beds and cribs away from windows and drapery cords.

**High chairs**

- The base is wide so the high chair does not easily tip over.
- The high chair has a latch to keep a child from raising the tray.
- There are straps to prevent a child from sliding out.
- Chairs do not have sharp edges.
- Watertight washable foam pads cover seat, or seat has an easily cleanable surface.

**BEST PRACTICES**

- Chairs are equipped with washable waist strap.
- Chairs have footrests to promote stability and a sense of security in the child.
### Playpens
- Slats do not have more than 2-3/8 inches of space between them or there is netting with small weave.

### BEST PRACTICES
- Hinges lock tightly.
- Watertight washable foam pads cover the bottom.
- Kitchens, bathroom, laundry and diapering areas
- All medicines, including vitamins, are stored in their original containers – out of children's reach – and kept locked up.
- Cleaning products, medicines and food are stored separately.
- Bleach solution and diapering supplies are stored out of the children's reach and bleach is kept locked up.
- All garbage, rubbish and wastes shall be inaccessible to children.

### Other Best Practices
- Keep hot foods and liquids away from young children.
- Hot water thermostat is set no higher than 120 degrees F.
- Children are carefully watched in the bathroom so that they do not fall into the tub or toilet (and become injured or drown). Consider installing toilet locks.
- Diaper change tables have barriers in place to prevent children from falling from the table. Straps and belts are not recommended as safety devices for this purpose.
- Dispose of all garbage, rubbish and wastes in compliance with the requirements of the Oregon Department of Environmental Quality.

### OUTDOOR SAFETY CHECKLIST
- An adult always supervises children.
- Equipment is free of projections, entrapment, strangulation, pinching, tripping and cutting hazards.
- Climbing equipment has protective surfacing material underneath and throughout the area children use.
- Play equipment is installed and kept in good repair.
- Play equipment is suited to developmental level of children using it.

### BEST PRACTICES
- Climbing equipment should be no more than 6 feet 7 inches high.
- Play areas are checked regularly for hazardous objects or situations.
- Equipment should be coated or treated with non-toxic materials.
- Cargo nets, overhead rings or bars are not suited for preschool-aged children.
<table>
<thead>
<tr>
<th><strong>Swimming pools, hot tubs, spas and whirlpools</strong></th>
<th><strong>BEST PRACTICES</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Pools are completely fenced and have self-latching gates.</td>
<td>☐ Children are always supervised by an adult trained in CPR in areas where there is any body of water, including swimming pools, built-in wading pools, tubs, pails, sinks or ponds.</td>
</tr>
<tr>
<td>☐ Water in swimming pools meets state or local standards for chlorine and other chemical levels.</td>
<td></td>
</tr>
<tr>
<td>☐ Swimming pools must be licensed by your local health department.</td>
<td></td>
</tr>
<tr>
<td>☐ Swimming pools require the supervision of a certified lifeguard.</td>
<td></td>
</tr>
<tr>
<td>☐ Backyard wading pools or baby pools are not allowed.</td>
<td></td>
</tr>
<tr>
<td>☐ Fish ponds are not accessible to children without supervision.</td>
<td></td>
</tr>
<tr>
<td>☐ Spas, hot tubs and whirlpools have locked safety covers when not in use.</td>
<td></td>
</tr>
</tbody>
</table>

- Climbing equipment meets the American Society of Testing Materials (ASTM) standards for head injury protection.
- Protective surfacing material under climbing or play equipment should consist of absorbent material such as wood chips or pea gravel, at least six to 12 inches thick/deep depending on the height of the equipment. Commercial products designed especially for this purpose may be used. Grass and dirt are not sufficiently soft or absorbent to be used as protective cushioning under climbing equipment. Because infants and toddlers put pea gravel in their mouths, it is not recommended for use in areas where children less than 18 months of age play.
- Swings do not swing across footpaths. Slides should not face into the center of the playground where the exit feeds into traffic patterns.
- Equipment that collects water (such as a tire) has drainage holes.
- Children remove bike helmets and outerwear with drawstrings before using playground equipment.
- Swimming pools, hot tubs, spas and whirlpools are completely fenced and have self-latching gates.
- Water in swimming pools meets state or local standards for chlorine and other chemical levels.
- Swimming pools must be licensed by your local health department.
- Swimming pools require the supervision of a certified lifeguard.
- Backyard wading pools or baby pools are not allowed.
- Fish ponds are not accessible to children without supervision.
- Spas, hot tubs and whirlpools have locked safety covers when not in use.

- Swimming pools are completely fenced and have self-latching gates.
- Water in swimming pools meets state or local standards for chlorine and other chemical levels.
- Swimming pools must be licensed by your local health department.
- Swimming pools require the supervision of a certified lifeguard.
- Backyard wading pools or baby pools are not allowed.
- Fish ponds are not accessible to children without supervision.
- Spas, hot tubs and whirlpools have locked safety covers when not in use.
<table>
<thead>
<tr>
<th>TRANSPORTATION CHECKLIST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cars</strong></td>
</tr>
<tr>
<td>☐ Safety seats and seat belts for infants and children are used correctly every time children travel.</td>
</tr>
<tr>
<td><strong>BEST PRACTICES</strong></td>
</tr>
<tr>
<td>☐ Infants: Place infants rear-facing until at least 1 year old and at least 20 pounds. Best practice is to keep the child rear-facing until he or she has reached the upper weight limits of the rear-facing seat. Never place a child rear-facing in the front seat of a vehicle with airbags.</td>
</tr>
<tr>
<td>☐ Toddlers: Oregon law requires child passengers be restrained in an approved child safety seat until they weigh 40 pounds. The AAP recommends that once a child has outgrown an infant seat, he or she should remain rear-facing to the upper weight limits of a convertible seat (often 30-35 pounds). At that point, the seat can be turned forward-facing until the child is at the upper weight limit of the seat (40-50 pounds). Check the manufacturer’s instructions or the stickers on the side of the seat for the weight limits.</td>
</tr>
<tr>
<td>☐ Children: When a toddler outgrows a convertible seat, place the child in a booster seat until age 8 or the child reaches 4 feet 9 inches. Booster seats must be used with lap and shoulder belts.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Bicycles/tricycles</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>As of January 2004, Oregon law has required helmets for anyone under the age of 16 using a bicycle (includes tricycles), scooter, inline skates or a skateboard.</td>
</tr>
<tr>
<td>☐ Approved bicycle helmets are used every time children ride bikes.</td>
</tr>
<tr>
<td><strong>BEST PRACTICES</strong></td>
</tr>
<tr>
<td>☐ Use helmets with tricycles, scooters, skates and big wheels to help promote the “helmet habit.”</td>
</tr>
</tbody>
</table>

Source: Adapted from the “Child Care Health Handbook,” Child Care Health Program, Public Health, Seattle & King County, 2001.