

# CLASSROOM SAFETY CHECK LIST

## GENERAL SAFETY REQUIREMENTS:

- | YES                      | NO                       | N/A                      |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is glazing subject to human impact safety glass or shatter proof plastic?<br>(IDAPA 17.10.01.004.01.) (IGSHS 040.20.a)           |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are shelving units over 4 feet tall secured to prevent toppling over?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.b)               |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are stacked shelving units over 4 feet tall secured to prevent toppling over?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.b)       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are free standing shelving units over 4 feet tall secured to prevent toppling over?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.b) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are cabinets over 4 feet tall secured to prevent toppling over?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.b)                     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are shelving made of planks and supported by blocks prohibited?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.c)                     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are free standing wall panels secured to prevent toppling over?<br>(IDAPA 17.10.01.004.01.) (IGSHS 030.07.b)                     |

## EGRESS REQUIREMENTS:

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are exits plainly visible? (IDAPA 17.10.01.004.01.) (IGSHS 040.03.h)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are exits plainly marked? (IDAPA 17.10.01.004.01.) (IGSHS 040.03.h)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are exits and ways of travel are free of obstructions?<br>(IDAPA 17.10.01.004.01.) (IGSHS 040.05.a)                |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are doors prohibited from being held open against their door closure?<br>(IDAPA 17.10.01.004.01.) (IGSHS 040.05.a) |

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are exits readily accessible? (IDAPA 17.10.01.004.01.) (IGSHS 040.09.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are two exits available when the occupant load is 50 or more? (IDAPA 17.10.01.004.01.) (IGSHS 040.03.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there exit signs for each exit when two exits are required? (IDAPA 17.10.01.004.02.) (IGSHS 040.08.q)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are mirrors prohibited from being on exit doors or adjacent to exits? (IDAPA 17.10.01.004.01.) (IGSHS 040.09.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are coverings or hangings forbidden from covering exits? (IDAPA 17.10.01.004.01.) (IGSHS 040.09.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are aisle widths maintained at 28 inches minimum? (IDAPA 17.10.01.004.01.) (IGSHS 040.09.j)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do exit doors open a minimum of 90 degrees? (IDAPA 17.10.01.004.01.) (IGSHS 040.08.c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors level on both sides of the doors equal to the width of the door leaf? (IDAPA 17.10.01.004.01.) (IGSHS 040.18.e.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the means of egress continuously maintained free from all obstructions? (IDAPA 17.10.01.004.01.) (IGSHS 040.19.b)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are obstructions to the view of exit signs forbidden? (IDAPA 17.10.01.004.01.) (IGSHS 040.23.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are exit sign letters a minimum of 6 inches high with 3/4 inch strokes? (IDAPA 17.10.01.004.01.) (IGSHS 040.23.e.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are exit signs illuminated by a reliable light source? (IDAPA 17.10.01.004.01.) (IGSHS 042.05.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are exit signs of contrasting colors that do not blend-in with the décor? (IDAPA 17.10.01.004.01.) (IGSHS 040.23.f)

YES NO N/A

Are exit signs readily visible? (IDAPA 17.10.01.004.01.) (IGSHS 040.23.d)

Are exit signs either externally or internally illuminated? (IDAPA 17.10.01.004.01.) (IGSHS 042.05.a)

Do exit signs have emergency back-up illumination? (IDAPA 17.10.01.004.01.) (IGSHS 042.05.b)

**ELECTRICAL REQUIREMENTS:**

Do grounded flexible electric power cords have the ground prong installed? (IDAPA 17.10.01.004.01) (IGSHS 150.05.b)

Do electric power taps have the ground prong installed? (IDAPA 17.10.01.004.01) (IGSHS 150.06.d)

Are flexible electric cords protected against physical damage? (IDAPA 17.10.01.004.01) (IGSHS 150.05.c)

Are flexible electric extension cords forbidden from being used as a substitute for fixed permanent electric wiring? (IDAPA 17.10.01.004.01) (IGSHS 150.05.d)

Are flexible electric cords forbidden from being run through holes in walls, ceilings, floors, or attached to building surfaces? (IDAPA 17.10.01.004.01) (IGSHS 150.05.e)

Are flexible electric cords forbidden from being run through doorways, windows, etc.? (IDAPA 17.10.01.004.01) (IGSHS 150.05.f)

Are flexible electric cords forbidden from being concealed behind walls, ceilings, or floors? (IDAPA 17.10.01.004.01) (IGSHS 150.05.g)

Are electric fixtures and receptacles free of exposed electric wires? (IDAPA 17.10.01.004.01) (IGSHS 150.07.c)

YES NO N/A

- Are flexible electric cords free from worn, frayed, or damaged areas? (IDAPA 17.10.01.004.01) (IGSHS 150.04.e)
- Are there cover plates covering all exposed wires in electric receptacle enclosures, etc? (IDAPA 17.10.01.004.01) (IGSHS 150.07.c)
- Do all flexible electric cords have strain relief? (IDAPA 17.10.01.004.01) (IGSHS 150.05.i)
- Are flexible electric extension cords inspected for serviceability before each use? (IDAPA 17.10.01.004.01) (IGSHS 150.05.j)
- Are electric power taps forbidden from being daisy chained@, Apiggy backed@, or otherwise connected to one another? (IDAPA 17.10.01.004.01) (IGSHS 150.06.a)
- Are flexible electric extension cords plugged directly to an approved electric receptacle? (IDAPA 17.10.01.004.01) (IGSHS 150.05.k)
- Are electric power taps plugged directly to an approved electric receptacle? (IDAPA 17.10.01.004.01) (IGSHS 150.06.a)
- Are defective flexible electric extension cords prohibited from being used? (IDAPA 17.10.01.004.01) (IGSHS 150.05.l)
- Are flexible electric cords forbidden from being spliced? (IDAPA 17.10.01.004.01) (IGSHS 150.04.h)
- Is GFCI protection provided for electric receptacles near sinks, within 6 feet of a water source? (IDAPA 17.10.01.004.01) (IGSHS 150.09.g)

**FIRE SAFETY:**

- Is a fire extinguisher available within 75 feet? (IDAPA 17.10.01.004.01.) (IGSHS 061.05.b)

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the fire alarm signal audible in all parts of the building? (IDAPA 17.10.01.004.01.) (IGSHS 064.03.c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are items prohibited from being stored on or hung from fire sprinkler piping or sprinkler heads? (IDAPA 17.10.01.004.01.) (IGSHS 063.04.h)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are fire pull stations prohibited from being unobstructed? (IDAPA 17.10.01.004.01.) (IGSHS 064.11.c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the storage of piled combustible materials orderly and maintained 2-feet from the ceiling? (IDAPA 17.10.01.004.01) (IGSHS 060.04.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the storage of any material maintained at least 18-inches from fire sprinkler heads? (IDAPA 17.10.01.004.01) (IGSHS 060.04.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are flammable or combustible materials prohibited from being stored in exit corridors or exit enclosures? (IDAPA 17.10.01.004.01) (IGSHS 060.04.b)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is child prepared artwork and teaching materials kept to 20 percent or less of the wall or ceiling area? (IDAPA 17.10.01.004.05) (NFPA 101 11-7.4)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are electrically heated appliances kept away from combustible materials? (IDAPA 17.10.01.004.01.) (IGSHS 060.04.p)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do heating appliances shall have tip over protection? (IDAPA 17.10.01.004.01) (IGSHS 060.04.p)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is instruction being prohibited from hazardous areas, i.e. boiler, mechanical, and maintenance rooms, areas, or spaces, not intended for classes? (IDAPA 17.10.01.004.01) (IGSHS 110.06.d)

YES NO N/A

Are kindergarten classes forbidden to be located above or below the floor of exit discharge except when the floor level is within 4-feet of the adjacent ground level at the point of exit or the building is fully sprinklered and the room has 2 exits directly to the exterior? (IDAPA 17.10.01.004.01) (IGSHS 110.04.a)

Are first grade classes forbidden to be located above or below the floor of exit discharge except when the floor level is within 4-feet of the adjacent ground level at the point of exit or the building is fully sprinklered and the room has 2 exits directly to the exterior? (IDAPA 17.10.01.004.01) (IGSHS 110.04.a)

Are second grade classes forbidden to be located above or below the floor of exit discharge except when the floor level is within 4-feet of the adjacent ground level at the point of exit or the building is fully sprinklered and the room has 2 exits directly to the exterior? (IDAPA 17.10.01.004.01) (IGSHS 110.04.a)

Are nursery schools forbidden to be located above or below the floor of exit discharge except when the floor level is within 4-feet of the adjacent ground level at the point of exit or the building is fully sprinklered and the room has 2 exits directly to the exterior? (IDAPA 17.10.01.004.01) (IGSHS 110.04.a)

Are school fire drills conducted monthly? (IDAPA 17.10.01.004.06) (IGSHS 110.12.b)

Is the fire alarm system separate from the school bell system? (IDAPA 17.10.01.004.01) (IGSHS 110.04.13.b)

**HOUSEKEEPING**

Is the classroom and associated areas kept clean and orderly? (IDAPA 17.10.01.004.01.)

Is the classroom and associated areas maintained in a sanitary condition? (IDAPA 17.10.01.004.01.)

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors kept clean? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors kept dry? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors free from protruding nails? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors free from splinters? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors free from holes? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors free from loose boards? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are floors kept free of tripping hazards? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the floor polish of the non-slip type? (IDAPA 17.10.01.004.01.) (IGSHS 030.08.d)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are materials properly stacked, racked, blocked, or otherwise secured to prevent sliding, falling, or collapse? (IDAPA 17.10.01.004.01.) (IGSHS 030.07.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the TV secured to its cart? (IDAPA 17.10.01.004.01.) (IGSHS 030.07.a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the room and associated areas maintained so as to control vermin? (IDAPA 17.10.01.004.01.) (IGSHS 080.22.a)