

Are handrails installed if needed and are firmly attached?

entering the school/Division Building?

Is there a sign directing all visitors to sign in at the office when

SAFETY REP/INSPECTOR:

slippery?

WORKPLACE SAFETY AND HEALTH INSPECTION

WPSH Section 6: Inspection and Audit Procedures and Forms

DATE:

SAFETY REP/INSPECTOR SIGNATURE:	SCHOOL/BUILDING:		
ENTRANCES	YES	NO	CORRECTIVE ACTIONS
Is the entrance well lit?			
Are floor mats provided on the inside of all entrances?			
Are floor mats maintained in such a manner as to prevent tripping?			
Are steps in good condition with no broken or loose steps?			
Are precautions taken to prevent steps and surfaces from becoming			

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HALLWAYS AND PUBLIC AREAS	YES	NO	CORRECTIVE ACTIONS
Are hallways and entrances well lit?			
Are hallways clean and free of loose paper and debris that could create a tripping hazard?			
Are halls free of tripping hazards (cords, books, book bags, boxes, etc.) that could create a tripping hazard?			
Are lockers, display cases, and their items securely mounted to the wall or floors?			
Ceiling tiles in good condition?			
Fire Exit Signs illuminated at all times?			
No paper on the doors or windows?			
Combustible display materials on walls does not exceed 15%?			
Paper on walls is fastened on all 4 corners?			
Wet floor signs are used as required?			
Fire extinguishers are visible, inspected monthly and serviced annually?			

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