**Modesto Junior College**
**Child Development Center**
**Indoor Health and Safety Daily Inspection/Duties Checklist**

Assigned staff will complete this indoor health and

safety checklist on a daily basis to ensure the health and safety of infants/toddlers and preschoolers

| **Month: Date:** | | | | | | | | | | | | | | | | | | | | | | | |
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| Fill bleach bottles – Place out of the reach of children. | | | | | | | | | | | | | | | | | | | | | | | |
| Water pitchers filled for use indoors, outdoors and at all mealtimes. | | | | | | | | | | | | | | | | | | | | | | | |
| Check all indoor toys for broken pieces and/or sharp edges. | | | | | | | | | | | | | | | | | | | | | | | |
| Books are upright and in good repair. | | | | | | | | | | | | | | | | | | | | | | | |
| Indoor furniture is clean and in good repair. | | | | | | | | | | | | | | | | | | | | | | | |
| Pathways are clear and free of debris. | | | | | | | | | | | | | | | | | | | | | | | |
| Counter tops are clean, organized and free of clutter. | | | | | | | | | | | | | | | | | | | | | | | |
| Basket for mouthed toys to be washed is available. | | | | | | | | | | | | | | | | | | | | | | | |
| Children's toilets sprayed with bleach. Floor is clear – no paper towels on floor | | | | | | | | | | | | | | | | | | | | | | | |
| Children's toilets sprayed with bleach. Floor is clear – no paper towels on floor. | | | | | | | | | | | | | | | | | | | | | | | |
| Art materials are cleaned and put away (end of day) | | | | | | | | | | | | | | | | | | | | | | | |
| Bleach bottle is emptied (end of day) | | | | | | | | | | | | | | | | | | | | | | | |
| Water jugs are emptied and washed (end of day) | | | | | | | | | | | | | | | | | | | | | | | |
| **Initial:** | | | | | | | | | | | | | | | | | | | | | | | |
| **Comments**: | | | | | | | | | | | | | | | | | | | | | | | |