

## High Frequency Inspection (Quarterly/Semiannually)



Playground	Inspector	Week of	
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Walk-through Visual Check & Routine and Cleaning Tasks	Mon	Tue	Wed	Thur	Fri	Sat	Sun
<b>GENERAL AREA</b>							
Area is free from all trash, broken glass, weeds, and storm remnants							
All walkways are free from ice and trip hazards							
No hazards have been created by vandalism or user modification							
Drains are working properly							
There are no overhead hazards that could fall on users							
<b>PROTECTIVE SURFACES</b>							
Surfaces are free from all debris and foreign material							
Loose-fill surfaces are level, particularly under swings & slide exits							
Loose-fill surfaces are raked to proper depths and properly compacted							
All unitary surfaces are intact and free from trip hazards							
There are no exposed footings or loose borders/curbs							
Surface drainage is functional with no standing water							
Protective surfaces are not frozen							
<b>PLAYGROUND EQUIPMENT</b>							
There are no damaged, loose, vandalized, or missing parts							
Equipment is not bent and is stable							
There are no user modifications, like ropes tied to parts							
All moving parts, like swing seats and chains, are in good repair							
<b>OTHER</b>							

<b>Codes</b>	N/A (Not Applicable)	√ (Okay)	M=Maintenance	R=Repair Required	O=Outstanding Issue	P=Parts Needed	X=Corrected
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Inspection Comments	Details (use back of form for additional comments) <input type="checkbox"/> See Attached	Repair Date
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** This is a high frequency report and designed as a visual assessment of the play area, play equipment, and play surfacing. Frequently used playgrounds may require a more detailed report by a staff member experienced in repair and playground inspection. Always consult manufacturer's maintenance instructions for inspection schedules and replacement parts. "Maintenance schedules should be developed based upon actual or anticipated playground use" (CPSC). Retain all inspection reports to assist in developing comprehensive maintenance programs, inspection schedules, and for future budgeting and planning.

The following codes can be used to indicate the present condition of the equipment so that corrective action can be planned, tracked, and documented.

Code	Explanation
N/A (Not Applicable)	A “N/A” indicates that the component or information is non-existent or not provided, either because it does not apply to a particular component or because the answer is not available.
√ (Okay)	A check mark indicates that the component has been checked and that the conditions are satisfactory.
M (Maintenance)	An “M” indicates that the condition was corrected during the inspection. Examples would be tightening hardware or removing debris.
R (Repair)	An “R” indicates that repairs cannot be readily completed while the inspector is on site and follow up repairs will be necessary by a skilled staff member or outside vendor. If the condition could present a hazard to users, the equipment should be taken out of service until the situation can be corrected. When the repairs have been made, indicate so by marking an “X” for completed maintenance.
O (Outstanding)	<p>An “O” indicates that a serious hazard may be present requiring additional action or that the inspector wants or needs a second opinion. If the condition could present a hazard to users, the equipment should be taken out of service until the situation can be corrected. When the repairs have been made, indicate so by marking an “X” for completed maintenance.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>• The inspector may not have the authority to order the removal of a piece of equipment.</li> <li>• The inspector may be unsure of the existence of a protrusion or entanglement hazard and needs to consult with a CPSI.</li> <li>• The structural integrity of a piece of playground equipment is in question and a structural engineer must be consulted.</li> </ul>
P (Parts)	A “P” indicates that replacement parts are required and need to be ordered and installed. If the condition could present a hazard to users, the equipment should be taken out of service until the situation can be corrected. When the repairs have been made, indicate so by marking an “X” for completed maintenance.
X (Corrected)	An “X” indicates that all necessary work and actions have been taken to repair, replace, or remove an unacceptable condition. Make certain that the date of correction is written beside the “X.”

Comments: