

Hallways/Washrooms Inspection Form

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|------------------|-------|
| Location/School: | Date: |
| Inspected By: | |

Risk Level: 1. High 2. Medium 3. Low

| Refer to Inspection Form Information for specific detail. | | | | | |
|---|--------------|----------------|--------------------|---|---|
| Check the Following | Satisfactory | Unsatisfactory | *Risk Level 1,2,3. | Comment (If additional space is required, attach information to this document) | Corrective Action (Record work order No. if submitted) |
| Flooring | | | | | |
| Lighting | | | | | |
| Emergency Systems | | | | | |
| Fixtures | | | | | |
| Passage Doors | | | | | |
| Security Gates | | | | | |
| Housekeeping | | | | | |
| • Cleanliness | | | | | |
| • Ceiling Tiles | | | | | |
| • Walls | | | | | |
| • Lockers | | | | | |
| • Boot Racks | | | | | |
| Other | | | | | |
| | | | | | |
| | | | | | |

*Identify risk level only if previous column is shown as unsatisfactory.

| Principal Review and Sign Off | | |
|-------------------------------|------------|-------|
| Name: | Signature: | Date: |

Principal / Vice Principal (circle one)

- **NOTE:** Management Review and Sign Off must be at least one level higher than the person completing the inspection.

Hallways/Washrooms Inspection Form Information

Flooring

- Flooring intact and no tripping hazards from:
 - Loose or missing floor tiles.
 - Lifting sheet flooring.
 - Uneven flooring.
 - Floor mats in good repair.

Lighting

- Light fixtures operational and have no loose parts.
- Light switches working and in good repair.
- Lighting level adequate.

Emergency Systems

- Exit signage at each exterior entrance/exit.
- Emergency lights operative.
- Alarm system operative.
- Fire suppression equipment in place (extinguishers)

Fixtures

- Plumbing fixtures, dispensers, mirrors, stall partitions and doors in good repair.

Passage Doors

- In safe working order (panic bars and closers).
- Clear of combustible materials.

Security Gates

- In good working order (if present).

Housekeeping

- Cleanliness
 - Free from obstructions which might impede emergency evacuation.
 - Soap provided for hand washing.
 - No obvious hygiene problems.
- Ceiling Tiles
 - In place and in good condition.
 - Not painted or covered in combustible material.
 - No items hanging from ceilings.
- Walls
 - Only 40% or less of wall surfaces can be covered in combustible materials.
 - Bulletin boards secure on walls.
 - Free of damage that may be creating a hazard.
- Lockers
 - In good repair.
 - Regular scheduled inspections and clean-up.
- Boot Racks
 - In good repair.
 - Kept organized to eliminate obstructions in the hallway.

Other

- Please include any additional items as required.