

# CHILD CARE FACILITY - FIRE SAFETY CHECKLIST

ADDRESS \_\_\_\_\_

YEAR \_\_\_\_\_

ALL ITEMS LISTED BELOW ARE TO BE CHECKED ANNUALLY OR MONTHLY AS INDICATED BY YOUR LICENSING REQUIREMENTS. AS EACH CHECK IS MADE THE STAFF PERSON PERFORMING THE CHECK IS TO DATE AND INITIAL THE APPROPRIATE BOX.

THIS FORM IS TO BE POSTED FOR REVIEW BY PARENTS, RESPONSIBLE PARTY AND FIRE DEPARTMENT PERSONNEL. UPON RENEWAL EACH YEAR THE CITY INSPECTOR WILL REPLACE THIS FORM.

ANNUAL CHECKS	1 - 6	7 - 12	13 +	INITIAL
SPRINKLER SYSTEM CHECKED			X	
SMOKE DETECTOR BATTERY REPLACED	X	X	X	
FIRE EXTINGUISHER PROFESSIONALLY SERVICED	X	X	X	

MONTHLY CHECKS	1 - 6	7 - 12	13 +	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
OUTLET COVER CAPS IN PLACE	X	X	X												
FIRE EXTINGUISHER CHECKED	X	X	X												
SMOKE DETECTORS TESTED	X	X	X												
FIRE DRILL CONDUCTED			X												
FLASHLIGHT TESTED	X	X	X												
EMERGENCY EXIT LIGHTING TESTED			X												
FIRE EXIT CLEAR OF DEBRIS	X	X	X												
POSTED FIRE ESCAPE PLAN CHECKED	X	X	X												