

Self-Audit Safety Checklist for School Classrooms

Purpose:

This checklist is a guide to assist public employers provide a safe workplace and reduce the risk of work-related injuries. This is not a complete list, but includes some key items needed to initiate a safety program at your workplace. Refer to the actual standards for a more detailed description.

Scope: This checklist is designed for School Classrooms.

Building Name: _____

Date: _____

Address: _____

Conducted by: _____

Classroom Inspection	OSHA Standard (29 CFR 1910)	Y	N	Correction Required
Electrical				
Electrical outlets and switches – cover plates installed.	1910.305(b)			
Receptacles are grounded.	1910.304(b)(2)(i)			
GFCI receptacles at sinks.	1910.304(b)			
Extension cords are not used for permanent wiring.	1910.305(g)(1)(ii)			
Power cords - Electrical grounding pins (3-prong) intact.	1910.335(a)(3)(i)			
Power strips not piggybacked.	1910.303(b)(2)			
Emergency Egress				
Exit doors are accessible and not blocked.	1910.37(a)(3)			
Exit doors are marked.	1910.37(b)(2)			
The Emergency Action Plan is available.	1910.38(b)			
Fire Prevention				
Items are not hung from ceiling or obstructing sprinklers.	1910.159(c)(10)			
Hazardous Chemicals				
Containers kept closed, labeled.	1910.1200(f)(6)			
Safety Data Sheet for each product is available in the building	1910.1200(g)(8)			
Ladders				
A ladder or stepstool is available so employees do not step on chairs or desks, used as designed as per instructions	1910.23(b)(8)			
Shelves				
Shelves secured from tipping. Items stored to prevent falling.	1910.176(b)			
Slip, Trip Prevention				
Floors are maintained as dry as feasible.	1910.22(a)(2)			
Wet floors cleaned immediately.	1910.22(a)(2)			
Floors kept free of tripping hazards, power cords and clutter.	1910.22(a)(1)			
Carpet is smooth and not creased.	1910.22(a)(2)			
Walking aisles kept clear and uncluttered.	1910.22(a)(1)			
Air Quality				
Univents kept clear and unobstructed.	Recommended			
Moisture from plants, aquariums, sinks is controlled.	Recommended			
Asbestos materials, if present, are kept in good condition.	EPA 40 CFR 763			

For additional resources or to contact DLS, visit: mass.gov/info-details/safetyworks-resources.