

RISK MANAGEMENT SURVEY (by Tom Bowler)

In the presentation today, we covered a great deal of terms, situations, and types of problems, which may lead to potential liability on the part of the teacher. Using the below checklist, you should apply this knowledge and determine, if your student teaching environment is generally safe. All the items may not apply. If so, please circle NA for “not applicable”. You will need a measuring tape or yard stick for item # 1. This assignment shouldn’t take a great deal of your time, however, it will make you more aware of your teaching environment.

1. Basketball endline (10- feet minimum from walls) (If other distance, please note here _____) <i>{Wall is 10 feet from endlines and min. of 6 feet from sidelines. Ten feet would be the best distance around the entire court!!!! Padding should be placed on any end wall with less than 10 foot optimum distance.}</i> (Sawyer, 2002)	Yes	No	N/A
2. Basketball sideline (6-feet minimum from walls) (If other distance, please note here _____)	Yes	No	N/A
3. Electrical switches (recessed or swipe type)	Yes	No	N/A
4. Electrical outlets have safety caps in the elementary environment	Yes	No	N/A
5. Protective coverings on overhead lights	Yes	No	N/A
6. Spotlights covered for play productions	Yes	No	N/A
7. Safety chains exist for item # 6	Yes	No	N/A
8. Flooring is free from defects	Yes	No	N/A
9. Glass windows are present in gymnasium	Yes	No	N/A
10. Protected glass windows or safety glass used	Yes	No	N/A
11. Glass panes are present in doors to gymnasium	Yes	No	N/A
12. Protected glass panes or safety type of glass used in doors	Yes	No	N/A
13. Water fountains in gymnasium are recessed into walls	Yes	No	N/A
14. There is standing water on the floor	Yes	No	N/A
15. Locker rooms are directly adjacent to gymnasium	Yes	No	N/A
16. Bleachers have side end rails for spectators	Yes	No	N/A
17. Padding is located behind all baskets on walls	Yes	No	N/A
18. Cushion edge bumpers exist for backboards	Yes	No	N/A

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19. Adequate storage for supplies exists	Yes	No	N/A
20. Storage/supply room(s) can be locked	Yes	No	N/A
21. Gymnasium(s) door(s) can be locked	Yes	No	N/A
22. Exit signs in gymnasium---are they all lit?	Yes	No	N/A
23. Are there capacity signs in the gymnasium?	Yes	No	N/A
24. Are there signs regarding rules in the gymnasium?	Yes	No	N/A
25. Are there any types of cautionary signs in the gymnasium?	Yes	No	N/A
26. Does the clock in the gymnasium have a protective covering?	Yes	No	N/A
27. Do the fire alarms have protective coverings?	Yes	No	N/A
28. Are fire alarms equipped with visual flashing lights for the hearing impaired?	Yes	No	N/A
29. Does the hardware on the gymnasium doors operate easily?	Yes	No	N/A
30. Is there a way to communicate to the office from the gymnasium?	Yes	No	N/A
31. Is the gymnasium also used for assemblies?	Yes	No	N/A
32. Do the assemblies exceed the capacity listed for the gymnasium?	Yes	No	N/A
33. Does the program contain homemade equipment?	Yes	No	N/A
34. Equipment/supplies are stored on the sidelines of the gymnasium?	Yes	No	N/A
35. Are there benches located within the gymnasium?	Yes	No	N/A
36. Are "911" signs located anywhere in the entire <i>building</i> ?	Yes	No	N/A
37. Are there obstructions in front of exit doors in the gymnasium?	Yes	No	N/A
38. Are there obstructions in front of exit doors in the gymnasium office?	Yes	No	N/A
39. Is there a written school medical response plan for emergencies?	Yes	No	N/A
39a. Does the teacher/administrator know the medical response time for an ambulance to reach the school?	Yes	No	N/A

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40. Did you have a fire drill at your school to date?	Yes	No	N/A
41. Are the locker rooms located on the same level as the gymnasium?	Yes	No	N/A
42. Do students have to pass through the main hallways to get to the locker rooms from the gymnasium?	Yes	No	N/A
43. Can students get impaled on any protrusions existing in the gymnasium? {Examples: nail heads, bolt ends, eye bolts, which may be protruding from bleachers, volleyball standards, etc.}	Yes	No	N/A
44. Do freezers, refrigerators, tables, or trash barrels occupy your teaching space? (multi-purpose rooms/all purpose rooms)	Yes	No	N/A

Outdoor Environment (# 45 - #56)

45. Does signage exist for the outdoor venues (i. e. playing fields, athletic fields, or, playground equipment)? Please indicate an example on the reverse side!	Yes	No	N/A
46. Do trash dumpsters exist adjacent to outdoor playing areas? {i.e. courts, fields, blacktop spaces}	Yes	No	N/A
47. Do bottles, cans, and trash paper exist on the field or playground space?	Yes	No	N/A
48. Is there any broken glass on the field or playground space?	Yes	No	N/A
49. Do potholes or gullies exist on the field or playground space?	Yes	No	N/A
49a. On the blacktop space, is there evidence of cracks and fissures, which could potentially act as trip hazards?	Yes	No	N/A
50. Do bleachers exist on the field or playground space?	Yes	No	N/A
51. If “Yes” to # 50, are there infill spaces between the treads and risers?	Yes	No	N/A
52. If “Yes” to # 50, are there siderails and backrails for the bleachers?	Yes	No	N/A
53. Does fencing exist for the field or playground?	Yes	No	N/A
54. Does the fencing have a minimum height of 6’ for play environments?	Yes	No	N/A
55. Are outfield fences for ballfields at least 8’ high?	Yes	No	N/A
56. Is the wire at the top of fences “knuckled down”, i. e. no tines are protruding?	Yes	No	N/A

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Name of Teacher Candidate: _____ Date _____

School Assigned: _____

Name of Town/City _____

Cooperating Teacher's Signature _____ Date _____

Developed by: Thomas W. Bowler, CPSI, NPPS SAFE Certified

Total Playground Consulting Services

45 Joyce Lane

Manchester, CT. 06040

Phone: (860) 649-8088 Fax: (860) 649-8689

e-mail: BowlerTPCS@aol.com Web: www.playgroundconsult.com/