

Play Area. Routine Inspection Checklist

Date: _____

Instructions for completion:

1. Use a copy of this check sheet to record each inspection.
2. Tick the check box if no faults are found. Mark a cross if faults are found.
3. Add details of any faults, including action taken if any.
4. Use the following master pages for reference to guide you.
5. Retain this completed check sheet for a minimum of 21 years.

Asset	Check (✓ or ✗)	Faults	Comments
Signage	✓	Post which holds sign at Normanby(Highgate Lane entrance) quiet wobbly, concrete cracked	
Gates	✓		
Litter Bins	✓		Dog poo bin at Owmbly end needs emptying, but no asset tag for easy reporting
Seating	✓	All wooden benches except for the Green wooden bench, are broken and dangerous.	Green bench requires base
Swing – Junior 1 Bay 2 Seat	✓		
Multiplay – Slide Climber	✓	At the bottom of the slide there is a gap between soil ground and safety matting, creating a trip hazard or gap for hands and feet to get stuck, this can be fixed by an amount of soil being placed on top. The panels at the top of the slide and on the right, move slightly, due to wood wearing away, solution needs to be found, to prevent damage to wooden post.	The hole and gap between matting at the bottom of the slide now bigger
Swing – Mixed – 2 Bay 1	✓	Bird prevention strips need replacing	
Group 2 Toddler	✓	Bird prevention strips need replacing	
Football Goals	✓	At all bases to the posts, concrete is exposed and requires soil putting on top. At one post there is a gap between soil and concrete, this needs filling in. Also on the posts at the far end, two bolts are missing, these need replacing. This still remains the case.	Nets need to be installed. New bolts need to secure struts to hold nets
Perimeter fencing	✓	Fencing at highgate end completely broken and needs disposing of	A gate at highgate lane end purchased through funding would resolve this
Metal shelter	✓	all 4 legs of the shelter, the ground has cracked around, creating a hole, this needs filling with soil	
Name of Inspector	Date	Signature	
Hannah Turner	15/08/2026	HZTurner	

General Comments	Due to dry weather, the ground has cracked creating holes which could become dangerous to small feet, hands etc, trip hazard or home for wasps. These need filling with soil sooner rather than later. The holes in the ground are getting bigger and the small and long cracks crumble under foot. Bug house has been fixed. The concrete around the man hole cover/drain in the middle of the field has cracked. A tree in the orchard has had a large branch snap off, not an immediate hazard but needs removing.
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