FACILITY INSPECTION WORKSHEET

Remember: it is important that you become familiar with the school your child attends. If an administrator requests that you stop inspecting the school, tell them that you are interested in knowing the conditions of the school facility (but do not fight with the administrator) and please let us know what happened.

School: ________________________________
Classroom Number: ________________________________
Teacher: ________________________________
Date: ________________________________

:: Classroom Problems ::

a. Windows/Doors (interior and exterior, broken windows, broken locks)
   ____________________________________________________________________________
   ____________________________________________________________________________

b. Interior surfaces (walls, floors, ceilings, mold, cracked or sagging ceilings)
   ____________________________________________________________________________
   ____________________________________________________________________________

c. Mechanical problems (heating, ventilation, air conditioning, lighting)
   ____________________________________________________________________________
   ____________________________________________________________________________

d. Fire safety (Is there a fire extinguisher?)
   ____________________________________________________________________________
   ____________________________________________________________________________

e. Rats, Mice, Cockroaches, and Insects
   ____________________________________________________________________________
   ____________________________________________________________________________

f. Conditions of Tables/Benches/Desks
   ____________________________________________________________________________
   ____________________________________________________________________________
:: Problems Outside of the Classroom ::

a. Drinking Fountains (condition of fountain; color/taste/odor of water)

b. Bathrooms (sink, toilets, doors, toilet paper, paper towels, soap, floors)

c. Playground (play structures, patio area, hazardous conditions)

d. Pipes/Drainage

:: Other Problems ::

(cafeteria, gym, etc.).