

High Frequency Inspection Form (Daily or Routine)

Any Town Park District

Site Name/Code: _____

Inspector Name: _____ Date: _____ Start/Finish Times _____ / _____

Repairer Name: _____ Date: _____ Start/Finish Times _____ / _____

Use the following codes: 1= Okay 2= Needs Maintenance 3= Request for Repair
O= Supervisor Notified and Work Order Written X= Corrective Action Complete

General Inspection Items	Code	Inspection Comments	Repair Comments
Vandalism: Damage, graffiti, glass, trash, etc.			
Loose or missing hardware			
Chains (kinked, twisted, broken)			
Components secure (no loosening)			
Swing Seats (cut, cracked, missing)			
Wood (rotten, cracked, missing)			
Remove foreign objects (ropes, chains, wood, etc.)			
Sweep walkways, platforms, steps			
Footers (concrete) exposed			
Standing water			
Objects in surfacing material			
Rake loose surfacing material level			
Need surfacing material for under:			
Swings			
Climbers			
Sliding Poles			
Slide			
Others			

For official use only

Approved by _____ Date _____

Reviewed by _____ Date _____

This form has been prepared to assist the playground owner's attorney in defending potential litigation.
DO NOT release to any person except an owner's official or designated claim representative, or an investigating officer.

**Use back of form for additional comments.
Report all vandalism to building principal and/or your maintenance supervisor.**