**PE EQUIPMENT & SPORTS HALL INSPECTION CHECKLIST**

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| --- | --- | --- | --- | --- | --- |
| **Date** |  | **Name** |  | **Signature** |  |

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| **Equipment** | **Item** | **Yes** | **No** | **N/A** | **Observations/Actions** | **Remedial Actions** | |
| **Date** | **Sign** |
| **Wooden Rebound/Take off Boards** | The board is stable on impact |  |  |  |  |  |  |
| The surface is non-slip and free from splinters |  |  |  |  |  |  |
| **Benches and Planks** | The construction is not warped and free from splinters |  |  |  |  |  |  |
| Rubber buffers on the supporting feet are secure and the bench is stable |  |  |  |  |  |  |
| Fixing hooks are intact and covered with leather or plastic |  |  |  |  |  |  |
| Rubber pads on the top surface are in place if the bench is intended for use in an inverted position |  |  |  |  |  |  |
| **Ropes and Suspended Apparatus** | Ropes are not frayed and damaged |  |  |  |  |  |  |
| Pull-out lines are not worn and their securing wall cleats are secure |  |  |  |  |  |  |
| The runway operates smoothly |  |  |  |  |  |  |
| Ropes are knot-free and the leather end caps are intact |  |  |  |  |  |  |
| Knots are not tied into the ends of ropes |  |  |  |  |  |  |
| **Wall-mounted Equipment** | Wooden components are free from cracks or splinters |  |  |  |  |  |  |
| Wall fixings are undamaged and secure |  |  |  |  |  |  |
| **Vaulting Apparatus and Movement Platforms** | All wooden components are splinter free |  |  |  |  |  |  |
| All covers are free from tears, clean and, in the case of hide, are suitably textured |  |  |  |  |  |  |
| Construction is stable and solid with no dangerous movement on impact |  |  |  |  |  |  |
| Wheeling mechanisms work efficiently |  |  |  |  |  |  |
| **Hinged Apparatus fixed to a wall** | Bracing wires are taut with no visible fraying at any point |  |  |  |  |  |  |
| Castors run smoothly |  |  |  |  |  |  |
| Floor sockets are clean and free from obstruction |  |  |  |  |  |  |
| Securing bolts are firmly fixed and engage properly with their floor and wall sockets |  |  |  |  |  |  |
| Wooden components are free from cracks and splinters |  |  |  |  |  |  |
| Painted components are well maintained with no evidence of flaking |  |  |  |  |  |  |
| **Single and Double Beams** | Hauling cables are free running |  |  |  |  |  |  |
| Trackways are well maintained, enabling smooth movement of the upright |  |  |  |  |  |  |
| There are sufficient pins and wedges |  |  |  |  |  |  |
| Beam surfaces are clean and smooth |  |  |  |  |  |  |
| Beams run smoothly when lowered and raised |  |  |  |  |  |  |
| Floor sockets are clean |  |  |  |  |  |  |
| **Mats and Safety Mattresses** | Are well maintained, clean and free from tears, splits or other damage |  |  |  |  |  |  |
| Are free from embedded objects (stones, pins etc.) |  |  |  |  |  |  |
| Are stable and lie flat to the floor |  |  |  |  |  |  |
| **Trampolines and Trampettes** | Are free from overhead obstructions (minimum 5M, some trampolines require more) |  |  |  |  |  |  |
| Space under and around trampoline is clear and free from obstructions |  |  |  |  |  |  |
| Leg braces are properly fitted and hinge units are securely housed |  |  |  |  |  |  |
| **Trampolines and Trampettes (cont.)** | All adjustments are tight including Allen screws (if present) |  |  |  |  |  |  |
| Hooks of the springs/rubber are properly attached, with the hooks pointing down |  |  |  |  |  |  |
| Springs and cables are all in good condition |  |  |  |  |  |  |
| Safety pads are fitted and entirely cover springs/cables |  |  |  |  |  |  |
| The bed is clean and free from damage of any kind |  |  |  |  |  |  |
| Wheeling devices are operating smoothly |  |  |  |  |  |  |
| Pivotal housing on the frame holds the hub of the wheeling mechanism at right angles without any movement of the hub and the housing (trampolines only) |  |  |  |  |  |  |
| Any weight – absorbing mattresses used are of a sufficient size and weight absorbency to meet the requirements of body impact |  |  |  |  |  |  |
| **Other** |  |  |  |  |  |  |  |
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