



LOSS PREVENTION CHECKLIST DAY CARE FACILITIES ON SCHOOL PREMISES

- Are washroom, food preparation and change facilities provided to Dep. of Health regulations?
- Do fire safety provisions meet code?
- Are terms of reference for Day Care decided, ie: keys, hours of access to room, gym, washrooms, hallways, school furniture and equipment?
- Is access by Day Care to school office, photocopiers, telephone, messages set out?
- Does the Day Care have their own phone / cell-phone?
- Are the emergency telephone numbers for ambulance, doctor, fire, police posted?
- Does the Day Care have a policy with respect to school fire drill/fire or other emergencies?
- Does the Day Care group have a first aid trained, member on hand?
- What are parking arrangements?
- What access to playground and supervision requirement will be provided by the Day Care so as to avoid competition with the school students.
- What is the school bus /car pick-up and drop-off arrangement ?