

## School Dormitory Inspection Self Checklist

This self-inspection checklist is recommended for periodic use.  
 Routine safety checks of dormitory areas reduce the potential for accidents and injuries.

SCHOOL INFORMATION:		
School name:	Town/City:	SAU #:
School contact:	Title:	
Dormitory name:	Estimated building age:	

WHAT TO LOOK FOR (note comments below):		YES	NO	NA
1.	Does the outside of the facility appear clean and habitable?			
2.	Does the inside of the facility appear to be cleaned regularly?			
3.	Are exit doors properly locked, unblocked, and unchained?			
4.	Are windows in good condition and unblocked?			
5.	Are window screens available for buildings without air conditioning?			
6.	Is there a window that opens in each room?			
7.	Is there adequate and operable lighting throughout the building?			
8.	Is emergency lighting available throughout the building?			
9.	Is the facility absent of evidence of mold or water leakage?			
10.	If water is supplied by a well, is the water tested per RSA 485?			
11.	Is the furnace cleaned on an annual basis?			
12.	Does the furnace have a current inspection certificate?			
13.	Are all space heaters using gas, oil, or kerosene oil vented properly?			
14.	Are all wood burning stoves vented properly?			
15.	Does each room and hallway have carbon monoxide detectors?			
16.	Do the elevators have a current inspection certificate?			
17.	Is the facility free of tripping hazards (e.g., clutter, loose tiles, rugs, ext. cords)?			
18.	Do dorm bedrooms have operable door locks?			
19.	Is a master key available for bedrooms?			
20.	Do upper bunks have rails?			
21.	Is there sufficient storage for clothes and personal equipment?			
22.	Are all restrooms used by students and staff clean, safe and operable?			
23.	Do all toilets have hot water and toilet paper?			
24.	Do drying areas adjacent to showers have non-skid floors?			
25.	Are kitchens clean and trash emptied regularly?			

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Additional Comments:

<b>INSPECTION INFORMATION:</b>	
Were all the dormitory areas inspected (Y/N)?	Date of inspection:
Inspector's name:	Inspector's position:
Inspector's signature:	Signature date: