

Classroom Inspection CHECKLIST

(These are what to look out for when inspecting a Preschool classroom)

Date: _____ Class: _____ Teacher: _____

Time-in: _____ Time-Out: _____ No. of children: _____ Observer: _____

		YES	NO	NOT REALLY
	PHYSICAL SPACE			
	When Inspecting a Classroom, observe to see if:			
1	It smells fresh			
2	It looks neat (floor, table tops, shelf tops)			
3	It looks organised			
4	There is good ventilation			
5	There is good lighting			
6	The boarders are well stuck on the wall			
7	The displays have changed (e.g half term)			
8	The wall displays are well arranged			
9	The displays are properly mounted			
10	The displays have titles			
11	The children's art work are displayed in the classroom			
12	Children's artworks have printed name labels			
13	The bag-cubbies are well arranged and organised			
14	Each child's cubby is labelled with printed, mounted and laminated name tags			
15	The toys/resources shelves are well arranged			
16	The toys/resource shelves are well labelled with pictures and words, where applicable			
17	The shoes are properly arranged			
18	The shoe shelves are well labelled			
19	The daily routine is visible (pictorial or typed)			
20	The Class rules are visible to the whole class			
21	The calm-down corner is visible and functional			
22	There are broken toys in the classroom			
23	There are any dangling wires in the classroom			
24	The electrical sockets are plugged (where applicable)			
25	Teachers bags are in the classroom within children's view and reach			
26	The teachers personal phone is within view			
27	The resource shelve is within learner's reach			

General Comment/Recommendation/Extra Observations

Observer's Signature: _____ Date: _____

Teacher's name: _____ Signature: _____ Date: _____

Teacher's Comment: _____

Supervisor's Name: _____ Signature: _____ Date: _____