



City of Chilliwack
Fire Department

Fire Hall 1
#2 – 45950 Cheam Avenue
Chilliwack, BC
V2P 1N6
Tel: (604) 792-8713

Home-based Childcare Inspection
Check List

Address: _____ Postal Code: _____
 Business Name: _____ Building Name: _____
 Owner/Occupant: _____ Telephone: _____
 _____ Email: _____
 Occupancy Classification: C
 Occupancy Use: Home-Based Daycare (8 or less children)

To ensure the continued safety of the staff, clients, and children within your facility, the Chilliwack Fire Department encourages all home-based childcare facilities to maintain good fire safety practices. It is the responsibility of all building owners, or their designate, to ensure compliance with BC Fire Code, City of Chilliwack Regulations and Fraser Health Authority regulations. The Chilliwack Fire Department does not complete annual inspections on home-based daycares (with 8 children or less) after the first initial inspection unless requested by the owner or due to concerns made by public/childcare licensing. These inspections are only conducted in areas of the home that are used as daycare space. Below is a list of both requirements and recommendations to increase fire life safety in your home-based daycare:

Compliant	N/A	
<input type="checkbox"/>		Address: must be visible from road/lane, free from foliage, trees, etc; and in contrasting colors
<input type="checkbox"/>	<input type="checkbox"/>	Fire Hydrants: if on-site, must maintain min. of 3' feet of clearance on all sides
<input type="checkbox"/>		Fire Department Access: exterior route to a public road must be clear and safe
<input type="checkbox"/>		Exit Doors: two exits (doors) are required from the child care area to the exterior of the building. Exits must be accessible at all times (not blocked; no locking devices needing keys or special knowledge to open). Use of any child restrictive access gates or devices permitted only with Care Licensing Officer and Fire Inspector approval.
<input type="checkbox"/>		Aisleways: must provide clear access to all exits
<input type="checkbox"/>		Combustible Artwork: must not exceed 20% of the wall or ceiling area
<input type="checkbox"/>		Electrical Outlets: should be protected with secure covers
<input type="checkbox"/>		Extension Cords: should kept to a minimum and not overloaded
<input type="checkbox"/>		Electrical Panel: should be covered, clearly labelled, and no combustible items stored nearby
<input type="checkbox"/>		Evacuation Plan: must be prominently posted
<input type="checkbox"/>		Fire Safety Plan: must be in place showing procedures for evacuation, use of fire extinguisher, emergency numbers and confirm with the BC Fire Code
<input type="checkbox"/>		Fire Drills: must be documented and performed monthly as per BC Fire Code; records available on site
<input type="checkbox"/>	<input type="checkbox"/>	Furnace Area: should be separated from the daycare by a proper fire separation
<input type="checkbox"/>		Smoke Alarms: must be interconnected: required for each floor and sleeping area; testing records available on site
<input type="checkbox"/>		Carbon Monoxide Alarm: if any fuel-fired appliances on site, must be installed in the home
<input type="checkbox"/>		Fire Extinguishers: must be located adjacent corridors/aisles that provide access to exits, be mounted and in a visible location, accessible, and annually serviced with tags from a certified professional; min. 5lb (2A-10B:C rating) on each level used for the daycare
<input type="checkbox"/>		Portable Heaters: should be an approved type and kept away from combustibles
<input type="checkbox"/>		Open Flames: should ensure no smoking, vaping, open flames or lit candles while child care operates
<input type="checkbox"/>		Waste Receptacles: must be made of non-combustible material and self-closing
<input type="checkbox"/>		Utility & Storage Areas: should be inaccessible to children, there should be no combustible storage near furnace or hot water heater and, that there flammable & combustible liquids are not stored within the main dwelling unit
<input type="checkbox"/>		Telephone: must ensure there is a reliable phone (landline preferred, but if cellular phone – no calling card or restrictive use contracts and phone must be kept charged), post emergency numbers nearby

INSPECTED ON: YYMMDD RE-INSPECTION IS REQUIRED YYMMDD Owner/Occupant Signature: SIGNATURE

(If applicable) Please complete all corrective actions, sign & date. SIGNATURE
 Return completed form to fpo@chilliwack.com YYMMDD

Inspected by: NAME(S)