Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Classroom/Bus: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BACKPACKS are stocked and checked monthly.**

**The assigned classroom adult must keep the Backpack in their possession *at all times* when with children on the playground, in the gym and during field trips. Rescue medications and Emergency Binder are added to the backpack whenever it leaves the classroom. Transportation staff will keep the backpack with them when children are under their care.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Classroom Backpack Kit** | **Exp. Date** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEPT** | **OCT** | **NOV** | **DEC** |
| Adhesive Tape |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Alcohol Prep Pads |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Band-Aids of Various Sizes |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Baggies |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Blood Borne Spill Kit |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Disposable Cold Pack |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Flashlights |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Extra Flashlight Batteries |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Flushable Wipes – as needed |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Baby Wipes |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Hand Sanitizer Gel  (staff use only) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| “How to Respond” English |  |  |  |  |  |  |  |  |  |  |  |  |  |
| “How to Respond” Spanish |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Large Triangular Bandage |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Non - Latex Gloves |  |  |  |  |  |  |  |  |  |  |  |  |  |
| One-Way CPR Barrier/Mask/Shield |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Disposable Thermometer Covers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Thermometer |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Roller Bandage (1-2” Width) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Safety Pins |  |  |  |  |  |  |  |  |  |  |  |  |  |
| “Staff Quick Reference for Emergencies” |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Small Scissors |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sterile Gauze Pads (2-4” Size) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sunscreen |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Tissue |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Tweezers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Whistle |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Inspected By** | **Initials** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Date** |  |  |  |  |  |  |  |  |  |  |  |  |

**If there is an item missing do not place a checkmark but let your Center Manager or Assistant Center Manager know right away. You will then fill out the back of this page.**

**Missing Items**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date Ordered** | **Item Ordered** | **Person Contacted** | **Date Item was Received** |
|  |  |  |  |
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