



GILBERT FIRE DEPARTMENT
DAY CARE – 1-5 INDIVIDUALS
INFORMATION FORM

The items listed below are a partial list of items which are part of the inspection. These items at a minimum should be ready for inspection. Items not completed can result in a non-approval and a re-inspection with re-inspection fee.

To request a fire inspection, please complete the Day Care/Group Home application form, print and bring a completed application with the appropriate fee:

Fire Administration, 85 E Civic Center Dr, Gilbert, AZ 85296

- Residential Day Care: \$26
- Residential Group Home: \$50

1. Once the application is received our personnel will call the phone number or e-mail provided to schedule the inspection.
2. Comply with all local building codes, ordinances, fire codes and zoning requirements
3. Smoke detectors are installed in all sleeping areas and hallways of the facility.
4. Test smoke detectors monthly. Replace batteries yearly. Keep a log of dates changed.
5. Smoke detector (s) are installed in all areas of the care facility that are occupied by any individuals under the supervision of the care facility.
6. Portable fire extinguishers are installed in the kitchen and in the activity areas primarily used for child care. Fire extinguishers are checked monthly. Disposable fire extinguishers are discarded when the indicator reaches the red zone. All rechargeable extinguishers are serviced annually with a current inspection tag attached or a receipt of purchase. (Minimum size 2A-10B:C)
7. Emergency telephone numbers are posted. Cleaning supplies and medicines shall be kept out of the reach of children and in a secured area.
8. All combustible items are stored properly and away from hot water heaters/furnaces.
9. All fireplaces are screened.
10. The house address is on the structure, contrasting in color with its background and easily seen from the street. (THIS HELPS EMERGENCY PERSONNEL LOCATE THE HOME)

Gilbert Fire Prevention Division
85 E Civic Center Drive, Gilbert, AZ 85296
Phone 480-503-6350 Fax: 480 503-6139
fireprevention@gilbertaz.gov



11. A home escape plan has been developed and a floor plan drawn out. Day Care Personnel should help to develop the plan and practice it with individuals under their supervision.
12. Have your fire drill report log (ADHS CCL form 294) available for inspection.
13. All electrical outlets within home are properly fitted with protective plugs if not in use.
14. Electrical cords are placed out of foot traffic and not under rugs, over nails, or from room to room.
15. Extension cords are not used on a permanent basis. A UL or FM approved multi-outlet device with built in over-current protection can be used on a permanent basis.
16. All large bulk items to be secured from tipping over.
17. Gasoline is stored in an approved sealed container and limited to one gallon. Glass containers shall not be used. Gasoline should be stored away from the house, if possible.
18. Flammable and or combustible items are not stored near any heat or spark-producing appliance.
19. Pool chemicals are stored carefully. Keep chlorine away from acid and especially away from cleaning fluids, brake fluid or any other petroleum product.
20. The scuttle hole (opening to the attic) is closed at all times Door to garage is also secured from entry.
21. All dry grass, weeds and other debris is kept from accumulating.
22. Keep storage down 24" from the ceiling.
23. All circuits are labeled in the electrical panel.
24. Hood and vent above the stove are kept clean of grease at all times.
25. Check Barbecue grills prior to use and keep away from wood fences, patio covers and other combustible items.
26. Swimming pool area has a minimum 5 foot fence with self-closing and self-latching gate.
27. Matches and lighters are kept up high and out of reach of individuals under supervision.
28. Approved exit door is present and operable in day care area.



This list is by no means intended to be all inclusive. Should you have any questions please do not hesitate to contact us at 503-6350.