Learning environment checklist

In setting up this space the following should be considered:

- [ ] Is the area free of distraction?
- [ ] Is there excessive noise in the area?
- [ ] Are there trip hazards in the area?
- [ ] Is the area exposed to direct glare or reflections?
- [ ] Does the area have sufficient power points available?
- [ ] Is equipment (extension cords etc.) in good, safe, working condition?
- [ ] Is there a proper desk and chair and other necessary equipment (light, stationery and devices)?
- [ ] Is the chair adjusted correctly?
    - Feet should be flat on the floor and knees bent at right angles with thighs parallel to the floor.
    - The chair backrest should support the lower back and allow your child to sit upright.
    - The chair should move freely and not be restricted by hazards such as mats and power cords.
    - Chair arm rests should be removed or lowered when typing.
- [ ] Is the computer adjusted correctly?
    - The screen should be positioned directly in front of your child.
    - The screen should be at a distance where your child can see clearly and easily without straining. The top of the screen should be slightly lower than eye level.
    - The keyboard should be positioned at a distance where elbows are close to your child's body and their shoulders should be relaxed.
    - The mouse should be placed directly next to the keyboard.
- [ ] Are their most frequently used items within easy reach from a seated position?

NSW GOVERNMENT