

# May 2025 Safety Calendar: Slip, trip and fall prevention best practices



Hotel related slip, trip and falls may occur in different areas of the hotel. Whether a guest, visitor or staff member, controls should be in place to prevent the likelihood of an injury.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
Promptly address potholes, cracks and uneven surfaces	Ensure adequate lighting and operational	Provide signage to pedestrian walkways, speed limits and warnings	Regularly clean the parking lot of debris, sand/dirt and snow/ice and ensure adequate drainage	Have protocols in place to respond to an incident	Train staff on parking lot hazard identification	Repair or resolve any identified hazards
Week 1: Exterior: Parking lot						
11	12	13	14	15	16	17
Ensure lobby floors are dry, clean and hazard free	Use slips resistant floor materials in the lobby	Be sure to use proper size and type weather mats as needed	Keep pathways clear and ensure doors operate as intended	Clean floors during off peak hours	Use wet floor/caution signage as needed	Train lobby staff on slip, trip fall hazard prevention
Week 2: Main entrance/lobby						
18	19	20	21	22	23	24
Keep the surrounding floor areas of the pool clean from water, spilled drinks and other debris	Use caution/wet floor signage as needed	Arrange pool furniture so that it doesn't present a hazard	Provide "rules for use" for all amenities	Make sure electrical cords do not present a trip hazard	Ensure no upraised mats/floor areas in the fitness room	Clean floors during low pedestrian traffic times
Week 3: Amenities (swimming pool, fitness center, business rooms)						
25	26	27	28	29	30	31
Regularly inspect stairwells, steps and railing	Ensure adequate lighting	Remove any debris or storage items	Use contrasting colors on step edges to make more visible	For life safety reasons, fire exit stairwells should be kept clear	Inspect handrails for damage	Inspect handrails for adequate stability
Week 4: Stairwells and steps						



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### Week 1

#### Exterior: Parking lot

1. Promptly address potholes, cracks and uneven surfaces
2. Ensure adequate lighting and operational
3. Provide signage to pedestrian walkways, speed limits and warnings
4. Regularly clean the parking lot of debris, sand/dirt and snow/ice and ensure adequate drainage
5. Have protocols in place to respond to an incident
6. Train staff on parking lot hazard identification
7. Repair or resolve any identified hazards

### Week 2

#### Main entrance/lobby

1. Ensure lobby floors are dry, clean and hazard free
2. Use slips resistant floor materials in the lobby
3. Be sure to use proper size and type weather mats as needed
4. Keep pathways clear and ensure doors operate as intended
5. Clean floors during off peak hours
6. Use wet floor/caution signage as needed
7. Train lobby staff on slip, trip fall hazard prevention

### Week 3

#### Amenities (swimming pool, fitness center, business rooms)

1. Keep the surrounding floor areas of the pool clean from water, spilled drinks and other debris
2. Use caution/wet floor signage as needed
3. Arrange pool furniture so that it doesn't present a hazard
4. Provide "Rules for use" for all amenities
5. Make sure electrical cords do not present a trip hazard
6. Ensure no upraised mats/floor areas in the fitness room
7. Clean floors during low pedestrian traffic times

### Week 4

#### Stairwells and steps

1. Regularly inspect stairwells, steps and railing
2. Ensure adequate lighting
3. Remove any debris or storage items
4. Use contrasting colors on step edges to make more visible
5. For life safety reasons, fire exit stairwells should be kept clear
6. Inspect handrails for damage and adequate stability.

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