

FREE CHECKLIST

10-Point WordPress Site Health Check

Ten checks that show whether a WordPress site is up to date, backed up and safe to keep building on.

Format: 10-step checklist with tick boxes

Use it for: A quick monthly or pre-project check of any WordPress site

How to use this checklist

Log in as an administrator. Each point names where to look. Tick it when the check passes; write a short note beside anything that fails so you can fix it afterwards.

The 10 points

- ☐ **1. WordPress core is on the latest version**
Dashboard > Updates shows "You have the latest version of WordPress".

- ☐ **2. All plugins and themes are updated**
Dashboard > Updates lists no pending plugin or theme updates.

- ☐ **3. Unused plugins and themes are removed**
Plugins and Appearance > Themes list only what the site uses (keep one default theme as a fallback).

- ☐ **4. Tools > Site Health shows no critical issues**
Open the Status tab and read anything listed as "critical".

- ☐ **5. PHP version is supported**
Tools > Site Health > Info > Server shows the PHP version; compare it with the versions WordPress currently recommends.

- ☐ **6. A recent backup exists off the server**
Check your backup plugin or host for a backup dated within the last week, stored somewhere other than the site itself.

- ☐ **7. Every admin account is known and uses a strong password**
Users > filter by Administrator; remove or downgrade any account you do not recognise.

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- ☐ **8. The site loads over HTTPS everywhere**
Settings > General: both addresses start with https://; the browser padlock shows on every page.
 - ☐ **9. Forms and site email work**
Submit your contact form and request a password reset; both emails should arrive.
 - ☐ **10. No broken links on the main pages**
Click every menu item and footer link; each should open a real page.
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Note: Points that fail are your fix list. Re-run this check after each major update.