

SCHOOL CLEANING:

Includes Music and Math Rooms

(Rooms that are locked do not need cleaning)

1. Wash with **disinfectant**, desk tops, dividers, chairs, tables, & scoring tables. Please also wash off desk bottoms where feet rest.
2. Wipe down window sills, ledges, bookshelves, file cabinets, computers, computer desks, and top and bottom of coat racks.
3. Vacuum all carpet upstairs, downstairs, and in the entryway.
4. Vacuum and mop stairs and entryway between school and gym.
5. Make sure that kitchen counters and tables are clean. Vacuum and mop the floor.
6. Clean stove top and microwave as necessary.
7. Check the refrigerator for spoiled food. Please dispose of it if necessary.
8. If you choose to bring your own cleaning supplies, please **remember** to take them back home with you. We are required to have a health and safety data sheet on file on any cleaning supply at school. If you wish to donate cleaning supplies, please include that.

BATHROOM CLEANING:

(Includes bathrooms in the gym)

1. Clean mirrors.
2. Wash sinks and counters.
3. Wipe walls above sinks and around the switches. Also walls in the toilet area.
4. Clean toilets thoroughly – inside and out. Wipe the floor around the base of toilets.
5. Vacuum and mop floors.

Thank you for doing your part to help keep our school neat and clean. Please no **SUNDAY** cleaning. If you can't do it on a Friday evening or Saturday, please do it sometime during the week.