

Education

Classroom Cleaning-Hard Surface

	Check off amount off items to bring
Supplies: Housekeeping Cart with...	_____
Dust Mop & Handle	_____
Dust Pan & Brush	_____
Bucket & Wringer	_____
Mop & Handle	_____
All Purpose Cleaner	_____
Neutral Cleaner	_____
Glass Cleaner	_____
Duster with Extension	_____
Trash Liners	_____
Cloth or Wipers	_____
Wet Floor Signs	_____
Safety Glasses (When mixing chemicals)	_____
Rubber gloves (When handling chemicals)	_____

Procedure: Place Wet Floor Sign at entrances.

Always work from the ceiling to the floor when cleaning.

High Dust any dirty surfaces on scheduled days.

Wipe soil and smudges from walls, doors, desks and glass with appropriate cleaners.

Empty Trash Containers, Wipe & Replace Liner

Wipe off Chalk Board

Dust Mop Floor

Spot Mop or Full Mop Floor

Remove Wet Floor sign when dry