

Childcare Cleaning Checklist

<u>Areas</u>	Items	Monday	Tuesday	Wednesday	Thursday	Friday	Cleaner's Initials
Entrance & Reception	Sweep and mop floors						
	Disinfect door handles						
Classrooms & Play Areas	Sanitize toys and equipment						
	Wipe furniture						
	Vacuum carpets and rugs						
Kitchen Area	Clean surfaces and sinks						
	Wash dishes and utensils						
	Empty and clean trash bins						
Bathrooms	Disinfect toilets and sinks						
	Refill dispensers						
	Mop floors						
Outdoor Area	Playground						
Weekly Cleaning	Clean windows and mirrors						
	Deep clean carpets						
	Clean sandpit						
Monthly Cleaning	Check and replace air filters						
	Sanitize safety equipment						