

Daycare and preschool rooms: what we clean

Tour the center with your director and tick what the evening visit covers.

Center _____ Address _____

Walked by _____ Date _____

Classrooms

- ☐ Low tables and chairs wiped from top to legs
- ☐ Child-height sinks and counters
- ☐ Handles, switches and cabinet pulls at adult and kid height
- ☐ Trash and diaper-room bins emptied and relined
- ☐ Recycling carried out
- ☐ Cubby shelves wiped around each child's things
- ☐ Block, dramatic-play and reading-nook shelving
- ☐ Shared hard toys on the nights teachers pick

Classroom floors

- ☐ Vinyl and tile swept, then damp mopped toward the door
- ☐ Carpet and circle-time rugs vacuumed edge to edge
- ☐ Paint, juice and playdough spots treated

Nap and infant rooms

- ☐ Crib rails and mat shelves on your staff's schedule
- ☐ Rocking chairs and changing-table tops
- ☐ Window sills and blinds dusted
- ☐ Floors done around stacked cots and mats
- ☐ Bottle-prep counters, small sinks and fridge handles
- ☐ Steps that match the procedures on your wall

Restrooms and diapering

- ☐ Low toilets, partitions and faucets
- ☐ Floor around each toilet scrubbed
- ☐ Diapering station tops and the wall behind
- ☐ Soap, towels, tissue and liners topped off

Entry, hallways and staff rooms

- ☐ Sign-in counter and tablet
- ☐ Entry glass, bench and parent board
- ☐ Entry mats vacuumed
- ☐ Coat hooks, drinking fountains and stroller parking
- ☐ Ramp handrails
- ☐ Hallway floor mopped after the classrooms
- ☐ Director's office, teacher workroom and break room
- ☐ Meal kitchen counters, sink and floor, where there is one

Breaks and closures

- ☐ Carpet extraction during quiet weeks
- ☐ VCT stripped and refinished with time to dry
- ☐ Entry walk and play-yard gate area pressure washed
- ☐ Construction cleanup before furniture and toys go in

Notes
