| Weekly School Cleaning Checklist |
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| **INSPECTION DATE:** |  | **TECHNICIAN:** |  |
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|  ▢ | Dust surfaces, including bookshelves, window sills, and high ledges |
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|  ▢ | Clean and disinfect classroom storage cabinets and cubbies |
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|  ▢ | Wash walls and partitions in restrooms and locker rooms |
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|  ▢ | Vacuum and deep clean carpets in classrooms, hallways, and offices |
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|  ▢ | Perform a thorough check of storage areas and reorganize supplies as needed |
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|  ▢ | Mop all hard floors with a disinfectant solution, paying attention to edges and corners |
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|  ▢ | Remove scuff marks from floors and apply polish to high-traffic areas |
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|  ▢ |  Deep clean cafeteria appliances, such as ovens, microwaves, and refrigerators |
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|  ▢ | Sanitize and clean light fixtures, fans, and vents |
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|  ▢ | Disinfect water fountains and hydration stations |
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| **COMMENTS:** |
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