

School checksheets

Cleaning Tick Sheet

Name of Area = eg....Apricot Class

Date	Day	Cleaning time (initials) <i>The below must be amended to reflect the contact areas within the area eg toilets would need toilet doors cleaning etc</i>						
Surfaces to be Cleaned		Door push pad/handle (both sides)	Desks	Chairs	Outside Door pad/push handle (both)	Play equipment	Light switch	Buttons
Please identify the frequency with your contractor/cleaner	Monday Am							
	Pm							
	Tuesday Am							
	Pm							
	Wednesday Am							
	Pm							
	Thursday Am							
	Pm							
	Friday Am							
	Pm							

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