Center _____ Class _____ Week of ____/____/____

# CLEANING & SANITATION FREQUENCY CHECKLIST

| | Day of the Week | | | | |
|---|---|---|---|---|---|
| | M | T | W | Th | Fr |
| Clean and sanitize countertops and tables as used. | | | | | |
| Clean and sanitize hard surface floors daily and when soiled. | | | | | |
| Clean and sanitize door and cabinet handles daily. | | | | | |
| Vacuum carpets and large area rugs daily. | | | | | |
| Clean carpets at least every three months. | | | | | |
| Shake small rugs outdoors or vacuum daily and launder weekly. | | | | | |
| Clean toys weekly and when soiled. | | | | | |
| Clean dress-up clothes not worn on the head weekly. | | | | | |
| Clean cloth toys and blankets weekly and when soiled. | | | | | |
| Clean and sanitize cubbies monthly and when soiled. | | | | | |
| Clean and sanitize sinks and counters as used. | | | | | |
| Clean and sanitize soap dispensers daily and when soiled. | | | | | |
| Clean and sanitize toilets, handles, and touchable surfaces daily. | | | | | |
| Clean and sanitize door knobs and light switches daily. | | | | | |
| Clean/sanitize surfaces contaminated with body fluids ASAP. | | | | | |
| Clean outdoor areas of debri, animal waste, hazardous materials. | | | | | |
| Clean dress up hats, head gear, and helmuts per child as needed. | | | | | |
| Check refrigerator and freezer temps daily. | | | | | |