

## Cleaning Chart

ITEM	Cleaning Schedule	Who will do it?
<ul style="list-style-type: none"> <li>• Playdough equipment</li> <li>• Toys that are place in mouth, chewed or sucked</li> </ul>	Remove from child if put in mouth, put in labelled bin (Dirty toys) End of day, wash in dishwasher – hot wash <b>DAILY</b>	Everyone
<ul style="list-style-type: none"> <li>• Paint pots and brushes</li> </ul>	<b>DAILY</b>	“Inside” Teacher
<ul style="list-style-type: none"> <li>• Toys handled frequently</li> <li>• books</li> </ul>	Wipe clean whenever soiled <b>WEEKLY CHECK – THURSDAY END OF DAY</b>	Everyone
<ul style="list-style-type: none"> <li>• Face cloths</li> </ul>	Wash in hot water <b>DAILY</b>	“Kitchen” Teacher
<ul style="list-style-type: none"> <li>• Bedding/ blankets</li> </ul>	Wash in hot water once a week <b>FRIDAY</b>	Chelcie
<ul style="list-style-type: none"> <li>• dress up clothes</li> </ul>	Wash in hot water once a week <b>MONDAY</b>	
<ul style="list-style-type: none"> <li>• hats</li> </ul>	Wash in hot water once a week <b>TUESDAY</b>	
<ul style="list-style-type: none"> <li>• Soft Toys/Cushions/ Play Blankets</li> </ul>	Wash in hot water once a week <b>WEDNESDAY</b>	
<ul style="list-style-type: none"> <li>• Food tables</li> </ul>	Wiped with Spray and wipe before and after all meals	“Kitchen” Teacher
<ul style="list-style-type: none"> <li>• Play tables</li> <li>• Chairs</li> </ul>	Wiped with Spray and Wipe at the end of the day	“Inside” Teacher
<ul style="list-style-type: none"> <li>• Floors</li> </ul>	Swept after each mealtime  Vacuumed or mopped end of Day	“Kitchen” Teacher  Cleaners
<ul style="list-style-type: none"> <li>• Basins and Sinks</li> </ul>	Cleaned <b>DAILY</b>	Cleaners
<ul style="list-style-type: none"> <li>• Kitchen</li> </ul>	Cleaned <b>DAILY</b>	Cleaners
<ul style="list-style-type: none"> <li>• Kitchen Equipment (fridge, oven, stove, dishwasher etc)</li> </ul>	Cleaned at the end of each term	Everyone
<ul style="list-style-type: none"> <li>• Dishes</li> </ul>	Cleaned after each use in the Dishwasher on hot wash	“Kitchen” Teacher
<ul style="list-style-type: none"> <li>• toilets/bathroom</li> </ul>	Cleaned <b>DAILY</b>	Cleaners