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YOUR CHILDCARE CLEANING CHECKLIST

LEAVE NO STONE OR STUFFED ANIMAL UNTURNED.

We've all got to be extra vigilant when it comes to keeping clean and safe these days. There's an awful lot to keep track of, so we hope this cleaning checklist can help you and your team stay organised.



Here's what you'll find inside, and how you can use it:

- Daily cleaning tasks: Here's a checklist for those everyday cleaning duties. There's some free space at the bottom too, in case you want to add something extra.
- Weekly cleaning tasks: You don't need to clean these every day, but you shouldn't forget them. Feel free to add your own items down at the bottom, if you need to.
- Clean after each use: Hang this sign up around your setting to help you keep an eye on these items, which should be cleaned and sanitised frequently every day.
- **High-touch surface stickers:** Cut these out and post these at spots like light switches and taps, to remind you to sanitise your hands after using them.

DAILY CLEANING TASKS



| | CLEANING TASK | MON | TUE | WED | THURS | FRI | SATS | UN | REMARKS |
|------------|-------------------------------------|-----|-----|-----|-------|-----|------|----|---------|
| a l | Hoover carpet | | | | | | | | |
| | Disinfect floors | | | | | | | | |
| B | Sanitise toys | | | | | | | | |
| | Sanitise creative materials | | | | | | | | |
| 101 | Sanitise food prep equipment | | | | | | | | |
| 79 | Sanitise countertops | | | | | | | | |
| 8 | Sanitise door and cabinet handles | | | | | | | | |
| | Sanitise light switches | | | | | | | | |
| | Sanitise phones, computers, tablets | | | | | | | | |
| | Disinfect sinks, faucets | | | | | | | | |
| 4 | Disinfect toilets | | | | | | | | |
| | Clean nap mats and bedding | | | | | | | | |
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WEEKLY CLEANING TASKS



| | CLEANING TASK | DATE COMPLETEDI | NITIALS | REMARKS | | • |
|------------|---------------------------------------|-----------------|---------|---------|---|---|
|))) | Disinfect children's storage cubbies | | | | | |
| | Wash blankets, fancy dress, soft toys | | | | * | |
| | Disinfect fridge | | | | | |
| | Wipe down books and bookshelves | | | | | * |
| | Deep clean art supply and craft areas | | | | | |
| 342 | Disinfect crib and bed frames | | | | * | |
| | Clean and disinfect rubbish bins | | | | | |
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CLEAN AFTER EACH USE



FOOD PREPARATION SURFACES



EATING UTENSILS & DISHES





CHANGING TABLES



POTTY CHAIRS



HIGH CHAIRS MOUTHED TOYS



















Now's not the time for extra headaches. Famly helps you focus on the children, not the paperwork.

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