Deep Cleaning Check-Off List			
(Post in Room Until Completed)			
Room #			
Did The Teacher Leave A Map?	Yes	No	
Will The Teacher Be Returning?	Yes	No	
Did the Teacher Prep His/Her Room For Cleaning?		Yes	No
(I.e.: Put All Personal & Instructional Materials Away)			
If No, List Discrepancies:			

Task	Initial/Date Upon Completion	Problems
High Dusting		
Inspect Lights (Replace As Needed)		
Inspect Electrical Outlets & Cords		
Blinds (Clean & Inspect)		
Clean Walls		
Clean & Stack Furniture		
Clean Doors & Jams (Both Sides)		
Clean Horizontal Flat Surfaces		
Clean White Boards		
Clean Sinks & Mirrors		
Empty/Clean Pencil Sharpeners		
Clean Waste/Recycle Baskets		
Fill All dispensers		
Clean Interior Windows		
Clean Carpets		
Scrub/Strip Tile Floors		
Seal Floors		
Finish Floors		
Set Up Classroom		