

Weekly Child Care Cleaning Schedule

For the week of: _____

Task	Assigned to:	Date Completed
Clean and sanitize after each use		
Food prep areas and food prep sinks (and before each use)		Ongoing
Tables (and before eating)		Ongoing
Mouthed toys		Ongoing
High chairs (and before eating)		Ongoing
Dishes & utensils		Ongoing
		Ongoing
Clean and disinfect after each use		
Isolation area		Ongoing
Potty chairs		Ongoing
Changing table		Ongoing
		Ongoing
Clean and sanitize daily		
Counters		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Infant and toddler toys		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Drinking fountain		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Doorknobs and cabinet handles		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Clean and disinfect daily		
Toilets		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Sinks		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Floors		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Nap mats & bedding unless labeled for individual use		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Wash and sanitize laundry daily (add bleach if water does not reach 140°F)		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Vacuum and sweep daily		<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F
Clean and sanitize weekly		
Cubbies		
Walls		
Refrigerator		
Older children’s toys		
Clean and disinfect weekly		
Trash cans		
Nap mats & bedding if labeled for individual use		
Cribs & bedding		
As needed		
Take out garbage		
Open windows for fresh air		
Wipe up spills & splashes		
Scrub kitchen floor		
Remove burners from range and clean underneath them		
Clean out the food trap in the dishwasher		
Clean the filter from the smoke hood		
Vacuum both sides of your inside door mat		
Dust furniture		
Defrost freezer when there is ¼” build-up		
Clean oven		
Clean storeroom		
Clean drip pan under refrigerator		
Clean carpets (twice a year)		