

# ***Cleaning List***

## ***St. Rose of Lima Education Center***

- Cleaning supplies can be found in the closet by the East entrance.
  - 1 vacuum – more can be brought over from school
  - 3 gallon buckets
  - 2 dust pans
  - 4 Mops (2 big, 2 little)
  - 4 ft. step ladder – 2 six foot ladders can be brought over
  - Assortment of cleaning supplies
    - We do not have much glass cleaner – please bring more
    - Cleaning rags will also be needed
  
- ***Main Level***
  - Kitchen
    - Please clean counter top, sink, fridge/freezer, light fixture and floor
  
  - Bathroom
    - Please clean toilet, sink, mirror, floor, windows, walls, light fixture and door
  
  - Preschool Room
    - Windows, cubbies, T.V., book shelves, kitchen set, tables, walls, vacuum, sweep (light fixtures, chairs are clean)
  
  - All Hallways
    - Vacuum, wipe walls, dust (do not need to do storage rooms)

- Meeting Room
  - Please clean the Television, T.V. stand, tables, chairs, vacuum, sweep, wipe walls and dust (Please check light fixtures to see if they need to be cleaned)
  
- Deacon Room
  - Vacuum, dust, clean window, wipe down walls
  
- Doors
  - Please clean all doors/glass windows and entryways

## ***Basement***

- Steps and Hallways
  - Sweep – Please notice the 2<sup>nd</sup> flight of steps from the preschool room to the basement
  
- Bathroom
  - Please clean toilet, sink mirror, light fixture, floor, and door
  
- Main Room
  - Please sweep, vacuum, dust, .....clean windows ...if possible?
  
- Game Room
  - Please sweep, dust, clean games, and clean windows if possible