

Custodial Services

DAILY

- Empty waste receptacles
- Dust mop and spot wet mop hard floor surfaces
- Spot vacuum high-traffic areas
- Clean chalkboards and markerboards
- Arrange student desks
- Clean restrooms

ONCE PER WEEK

- Wet mop hard surface floors
- Vacuum carpeted areas
- Clean high-traffic areas

ONCE PER MONTH

- Spot clean walls and stalls in bathrooms
- Dust high-use areas
- Buff floors

TWICE PER YEAR

- Dust ceiling vents
- Deep scrub bathrooms with disinfectant

AS NEEDED

- Spot clean student desk
- Spot clean carpet
- Strip and wax hard floor surfaces
- Polish tile
- Shampoo carpets
- Dust blinds and ceiling vents

