



Classroom

Room-by-Room Checklist

- ☐ Wipe and disinfect all desks, chairs, and student storage
- ☐ Clean interior windows, sills, and shades
- ☐ Vacuum or extract carpeted areas; strip and refinish hard floors as required
- ☐ Clean and disinfect whiteboards, smart boards, and technology surfaces
- ☐ Wipe cabinets, shelving, and teacher storage areas (interior and exterior)
- ☐ Reset high-touch surfaces including door handles, light switches, and pencil sharpeners

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Corridors & Common Areas

Room-by-Room Checklist

- ☐ Clean and disinfect lockers, drinking fountains, and lockers' interior surfaces
- ☐ Wipe and disinfect handrails, door handles, push plates, and pull bars
- ☐ Clean windows, entry glass, and door mats
- ☐ Deep clean bulletin boards and display cases

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Restrooms

Room-by-Room Checklist

- ☐ Deep clean and disinfect all fixtures: toilets, urinals, sinks, and mirrors
- ☐ Descale and treat grout, tile, and partitions
- ☐ Restock all consumables: toilet paper, hand soap, paper towels, sanitary supplies
- ☐ Inspect and repair or replace dispensers as needed

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Cafeteria & Kitchen

Room-by-Room Checklist

- ☐ Deep clean all food service surfaces to health department standards
- ☐ Clean and disinfect tables, chairs, and serving lines
- ☐ Clean interior refrigeration and freezer units, walk-ins, and pantries

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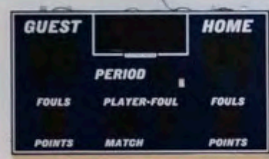
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Gymnasium & Athletic Areas

Room-by-Room Checklist

- ☐ Deep clean and refinish gym floors (typically annual)
- ☐ Clean and disinfect all athletic equipment surfaces
- ☐ Deep clean locker rooms, showers, and drying areas
- ☐ Clean bleachers and spectator seating

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Nurse's Office & Health Room

Room-by-Room Checklist

- ☐ Full medical-grade disinfection protocol
- ☐ Deep clean examination surfaces and cots
- ☐ Clean and disinfect refrigeration used for medication or specimen storage

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Auditorium & Performing Arts Spaces

Room-by-Room Checklist

- ☐ Deep clean seating, aisles, and stage
- ☐ Clean lighting fixtures, backstage areas, and prop storage
- ☐ Refinish stage floor as required
- ☐ Deep clean dressing rooms and green rooms

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Administrative Offices

Room-by-Room Checklist

- ☐ Deep clean all workstations, reception, and conference rooms
- ☐ Wipe and disinfect all shared equipment: copiers, printers, phones
- ☐ Clean interior of file storage and supply closets
- ☐ Deep clean staff room and break areas

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