

**UFCC FORM****SUMMER CLEANING & DISINFECTING CHECKLIST**

Umbrella Family
and Child Centres
of Hamilton

Staff members will initial when each task is completed.

SITE NAME: _____ **ROOM:** _____ **WEEK OF:** _____

NOTE: When cleaning, staff must wear goggles and gloves as per SDS.

TASKS		MON	TUE	WED	THU	FRI	COMMENTS
Classroom/washroom sinks	AM						
	PM						
Classroom/washroom counters	AM						
	PM						
Washroom toilets	AM						
	PM						
High touch surfaces: door handles, faucets, light switches	AM						
	PM						
		DAILY					
Low touch surfaces: tablet/iPad, phone, walkie talkies							
Table tops/chairs							
Classroom toys							
		WEEKLY					
Camp Shirts							

STAFF ON DUTY: Please print name and initial for reference.

NAME	INITIALS

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Last Revision Approved: June 29, 2022

Date of Next Review: July, 2023