**Cleaning Tasks at Úlla Beag**

***Preschool***

**As Used** Changing Mats. Wipe down outside toys/ Slides / swings etc before play begins. Cot Bedding.

**Daily** Toilets- Sinks; mirrors; floors; Kitchen – Units; worktop; Cooker; Play Area – Tidy toys away , Sweep Mop ; Fridge- clean out daily; Utensils as used – painting; baking etc. Bed clothes as required; Tea towels ; Hand towels. Clean out shoe boxes.

 Check toilet paper; handtowels

 Pooh Patrol outside.

Wipe down outside toys before play begins.

**Twice Weekly** Outside Area.

**Weekly** Shower area; Yoga Mats; Aprons ;Art Aprons. Organise childrens boxes. Windows

**Monthly**  Clean out cupboards.

***House***

**As Used** Changing Mats. Wipe down outside toys/ Slides / swings etc before play begins.

**Daily** Toilets- Sinks; mirrors; floors; Kitchen – Units; worktop; Cooker; Sweep ; Mop ; Fridge- clean out daily; Utensils as used – painting; baking; cooking etc –all dishwasher.

Washing and drying.

**Twice Weekly** Big Clean in bathrooms – wipe down tiles; wash out shower and bath; Kitchen; Play area. Bedrooms. All floors swept / hovered and mopped. Clean down all window sills.

**Weekly** Change beds. Kitchen Windows. If time allows some ironing.

**Monthly**  Clean out kitchen cupboards.