



CLASSROOM CLEANING CHECKLIST

DAILY CLEANUP (5-10 MINUTES BEFORE DISMISSAL)

ALL STUDENTS

PUT AWAY
PERSONAL ITEMS

CLEAR DESK AND
FLOOR AREA

PUSH IN CHAIR

ROTATING STUDENT HELPERS (2-3 STUDENTS PER DAY)

TIDY SHARED
SUPPLIES

RETURN BOOKS
TO SHELVES

STRAIGHTEN
READING AREA

ERASE WHITEBOARDS/
CHALKBOARDS

FINAL CHECK FOR
DROPPED ITEMS

TEACHER

LOCK UP SENSITIVE
MATERIALS

PREPARE FOR NEXT
DAY'S LESSONS