

DAILY CHILDCARE CLEANING CHECKLIST

MORNING SETUP (BEFORE CHILDREN ARRIVE)

- Disinfect all high-touch surfaces (tables, door handles, light switches)
- Clean and sanitise bathroom areas (toilets, taps, sinks)
- Check and restock soap, paper towels, and sanitiser
- Ensure cleaning supplies are prepared and accessible
- Inspect floors and vacuum/sweep if required

DURING THE DAY (ONGOING CLEANING)

- Clean and disinfect toys after use (especially shared toys)
- Wipe down tables before and after meals/snacks
- Clean high-touch surfaces every 2–3 hours
- Maintain bathroom cleanliness throughout the day
- Empty bins when full and replace liners
- Encourage and supervise regular handwashing

NAPPY CHANGING & BATHROOM HYGIENE

- Disinfect change tables after each use
- Use disposable gloves and proper hygiene procedures
- Dispose of waste safely and immediately
- Clean toilet areas frequently (flush buttons, seats, taps)

END OF DAY CLEANING

- Thoroughly clean and disinfect all surfaces
- Mop floors with appropriate disinfectant
- Clean and sanitise all toys and equipment
- Empty all bins and replace liners
- Launder bedding, cloths, and soft furnishings
- Store cleaning products safely

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WEEKLY DEEP CLEANING TASKS

- Deep clean carpets and rugs
- Disinfect shelves, storage areas, and cupboards
- Clean behind and under furniture
- Wash windows and glass surfaces
- Review cleaning logs and staff compliance

STAFF ACCOUNTABILITY

- Cleaning tasks signed off daily
- Staff trained on hygiene protocols
- Cleaning schedule clearly displayed
- Regular review of hygiene procedures

Pro Tip

Using eco-friendly, child-safe cleaning products helps protect children's health while maintaining high hygiene standards.