
DISTRICT CLEANING STANDARDS PROCEDURE FOR GYM AREAS (MNO-P014)

WENATCHEE SCHOOL DISTRICT

1.0 SCOPE:

- 1.1 The procedure describes the recommended custodial cleaning standards for gym areas.

**The online version of this
procedure is official;
therefore, all printed versions
are unofficial copies.**

2.0 RESPONSIBILITY:

- 2.1 All custodial staff

3.0 APPROVAL AUTHORITY:

- 3.1 Assistant Director of Maintenance and Operations

4.0 DEFINITIONS:

- 4.1 Power scrub - use the automatic scrubber, with red pad, to deep clean floor

5.0 PROCEDURE:

- 5.1 Sweep the gym floors at least twice a day, once in the morning before school and once after school.
- 5.2 Spot mop floor with Super-Shine-All daily.
- 5.3 Spot clean walls monthly.
- 5.4 Clean drinking fountains daily.
- 5.5 Clean the floor with damp mop or power scrub with Super-Shine-All weekly.
- 5.6 Check and replace burned-out exit sign lights weekly.

6.0 ASSOCIATED DOCUMENTS:

- 6.1 None

7.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
None				

8.0 REVISION HISTORY:

<u>Date:</u>	<u>Rev:</u>	<u>Description of Revision:</u>
13-Jan-04	A	Original Release
04-Nov-04	B	Deleted flowchart
21-Dec-05	C	Replaced "Custodial Supervisor" with "Assistant Director of Maintenance and Operations"

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