

CLEANING EVALUATION WORKSHEET

Use this sheet to provide feedback to our custodians and principals regarding the cleaning of your room. Mark this sheet at the end of each week and give to your building principal. This information will be shared with the appropriate custodian and will provide an opportunity to receive compliments for a job well done as well as guidance for improvement.

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|---|-----|----|
| 1. The floors are swept daily and all papers picked up. | YES | NO |
| 2. Windows are kept clean | YES | NO |
| 3. Desks are cleaned at least once per week | YES | NO |
| 4. Chalkboards are cleaned at least once per week
Using clean water and the trays are cleaned too. | YES | NO |
| 5. Wastebaskets and pencil sharpeners are cleaned daily. | YES | NO |
| 6. Ledges are dusted at least once per week | YES | NO |
| 7. Cobwebs are removed as they develop. | YES | NO |
| 8. Restrooms are swept and mopped daily. | YES | NO |
| 9. Toilet paper, soap and towels are kept full | YES | NO |
| 10. Corners of the rooms are kept clean. | YES | NO |

Teacher Name _____ Date _____

File: Cleaning