

PRIME CLEANING NYC

# School Cleaning Checklist

A Professional Guide for NYC Educational  
Facilities

Weekly Maintenance Guide



# Why a Clean School is Essential for Student Success



## Health & Safety

Reduces the spread of germs, bacteria, and viruses among students and staff.



## Reputation

Well-maintained facilities reflect high standards and care for the community.



## Improved Productivity

A clean environment minimizes distractions and boosts concentration.



## Longevity

Regular cleaning preserves school furniture, flooring, and equipment.



# Weekly School Cleaning Checklist: An Overview

---



## Deep-Seated Dirt Prevention

Focuses on tasks that prevent the buildup of deep-seated dirt and allergens that daily cleaning might miss.



## Comprehensive Strategy

Complements daily cleaning routines to ensure a robust and comprehensive hygiene strategy for the entire school.



## Targeted Areas

Specially designed for high-traffic and specialized areas like cafeterias, lobbies, and offices where professional standards are essential.

# Weekly Cafeteria Cleaning Checklist



## Floor Care

Sweep, mop, and/or vacuum the entire floor area thoroughly. Damp mop all hard and resilient flooring.



## Surface Sanitation

Clean and disinfect all horizontal furniture surfaces and countertops, including coffee and food areas.



## Specialized Areas

Deep clean vending machines and ensure changing rooms are thoroughly sanitized.



## Detailing

Clean glass on doors, partitions, and other surfaces for a professional finish.



# Lobbies and Entrances: Creating a Safe First Impression

- ✓ **Entrance Maintenance**  
Sweep or vacuum entrance areas and clean glass doors for clarity.
  - ✓ **High-Touch Disinfection**  
Sanitize door handles, reception counters, and frequently used furniture.
  - ✓ **Waste Management**  
Empty trash receptacles regularly to ensure proper disposal and odor control.
  - ✓ **Waiting Areas & Metal Polishing**  
Keep seating organized; dust and polish doorknobs and push plates.
- 



# Staff Room and Offices: Maintaining a Productive Workspace



## General Cleaning

Sanitize doors, handles, cabinets, light switches, and plugs.



## IT Equipment

Wipe down computers, keyboards, and mice to prevent germ transmission.



## Utensil Hygiene

Ensure all mugs and cutlery are washed and stored properly.



## Appliance Care

Clean shared equipment including kettles, microwaves, and sinks.



## Floor & Windows

Vacuum or mop floors; clean windows and sills for natural light.



# Reception Area Cleaning

The Face of Your Educational Institution



## Floor Maintenance

Comprehensive sweeping and mopping or vacuuming of all floor surfaces.



## Clutter & Waste Removal

Clear all unnecessary items and empty bins to maintain a tidy look.



## Workstation Dusting

Thoroughly dust desks, benches, and workstations for a clean workspace.



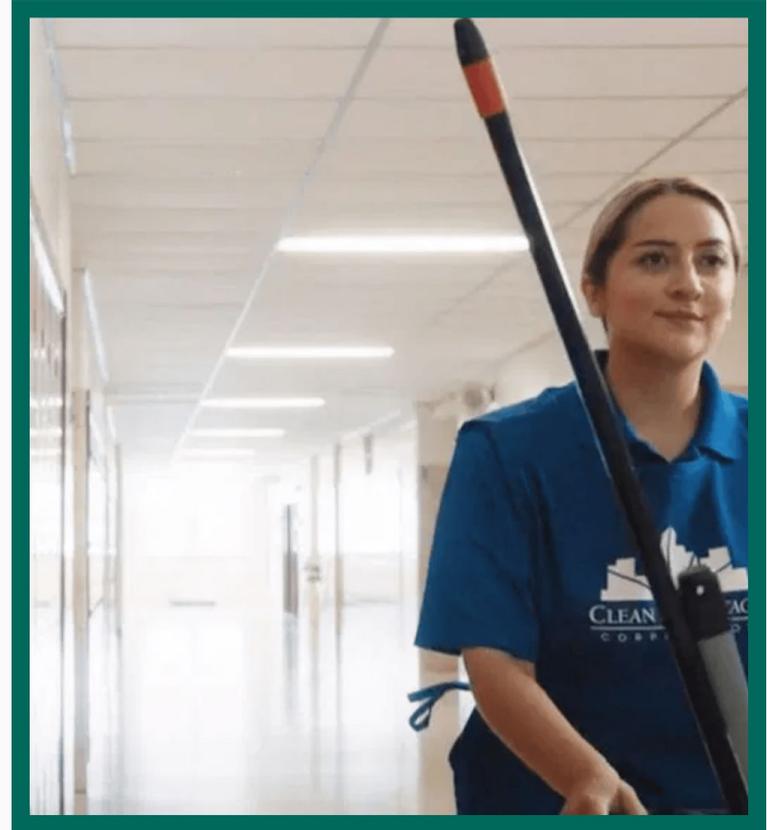
## Surface Wiping

Clean all hard surfaces including coffee tables and reception desks.



## Glass & Mirrors

Polish all mirrors, windows, and glass partitions for a streak-free shine.



# Why Choose Prime Cleaning NYC?

---



## NYC Expertise

Specialized in New York City commercial and educational facility cleaning standards and regulations.



## Eco-Friendly Methods

We use green cleaning products and sustainable methods that are safe for students, staff, and the environment.



## Exclusive Offer

Receive a **Complimentary Deep Clean** with every new service contract initiated.



## Budget Stability

Benefit from our **2-Year Rate Lock**, ensuring predictable maintenance costs for your school.

# Our Commitment to Excellence

---



## Reliability & Consistency

Consistent, high-quality service you can depend on every week, ensuring your school remains spotless.



## Health-First Approach

Focused on reducing student and staff absenteeism through superior sanitation and germ control.



## Professional Expertise

Trained staff who understand the unique needs of educational facilities and administrative offices.

*"Focus on education while we handle the cleanliness."*

# Get Your Customized Quote Today

---



Email Us

[hello@primecleaningnyc.com](mailto:hello@primecleaningnyc.com)



Call Us

[212-603-9480](tel:212-603-9480)



Visit Us

[www.primecleaningnyc.com](http://www.primecleaningnyc.com)

[Free Consultation & Walkthrough](#)

Download the full comprehensive checklist on our website!