

Daycare Cleaning Checklist

Printable fixed-layout template - complete in ink and attach required official records.

Opening and food service

Opening tasks

- | | |
|--|---|
| ☐ Inspect rooms | ☐ Check handwashing supplies |
| ☐ Check diaper area | ☐ Inspect outdoor area |

Food preparation and meals

- | | |
|--|---|
| ☐ Prep surfaces | ☐ Food-contact equipment |
| ☐ Tables and chairs | ☐ Meal cleanup |

Care areas

Diapering and bathrooms

- | | |
|---|--------------------------------|
| ☐ Changing surface | ☐ Pails |
| ☐ Toilets | ☐ Sinks |
| ☐ Floors | |

Toys, nap areas, and high-touch surfaces

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|---------------------------------------|--------------------------------------|
| ☐ Mouthed toys | ☐ Shared toys |
| ☐ Cots or mats | ☐ Handles |
| ☐ Switches | |

Outdoor areas

- | | |
|--------------------------------------|---------------------------------------|
| ☐ Equipment | ☐ Waste |
| ☐ Water areas | ☐ Hazard check |

Closing and periodic

Closing tasks

- | | |
|----------------------------------|--|
| ☐ Laundry | ☐ Floors |
| ☐ Waste | ☐ Secure products |
| ☐ Restock | |

Weekly tasks

Monthly tasks

Verification

Completion time, staff initials, and exceptions

Area	Time	Initials	Exception or follow-up