



Zainabiya Islamic Centre

KSI Muslim Community of Milton Keynes

CLEANING SCHEDULE

AREA	ITEM	DATE	INITIALS
Front Halls	Remove any rubbish		
	Vacuum		
	Clean window sills		
	Empty any bins		
Sports/Madressa hall	Remove any rubbish		
	Vacuum		
	Clean window sills		
	Empty any bins		
Sports/Madressa hall Classrooms	Remove any rubbish		
	Vacuum		
	Clean window sills		
	Empty any bins		
Ladies side	Sweep outside		
	Vacuum shoe area		
Ladies washroom	Clean toilets		
	Clean sinks		
	Mop floor		
	Empty any bins		
Gents side	Sweep outside		
	Vacuum shoe area		
Gents washroom	Clean toilets		
	Clean sinks		
	Mop floor		
	Empty any bins		
Large Kitchen	Remove any food you have stored in the fridge/freezer		
	Remove any food you have stored in the the kitchen		
	Wash and dry any dishes		
	Wipe worktops		
	Clean sink		
	Clean cooker/s		
	Sweep floor including under the cooker		
	Mop floor		