
MONTHLY CLEAN ASSISTANT

AVAILABILITY REQUIREMENT: Need to be able to clean required items according to a schedule that minimizes the amount of time the children are without toys. This should be filled by a 3's class member only.

1. Ask Job Coordinator to provide you with a list of the scheduled monthly clean dates for the year.
2. On the Friday of the scheduled clean, after the 3-year class (11:30), pick up the following toys to be washed over the weekend:
 - a. Water table toys (**soak** in bleach solution and let air dry; example, soak in bathtub)
 - b. Play food from kitchen area (**wipe** with bleach solution and dry; **do not soak**, to prevent toys from filling with water)
 - c. Dinosaurs (**wipe** with bleach solution and dry; **do not soak**, to prevent toys from filling with water)
 - d. Kitchen toys (run through dishwasher, mesh bag suggested)
 - e. Playdoh toys (run through dishwasher, mesh bag suggested)
 - f. Additional toys as specified by teachers on day of clean (ask teachers for these extra toys)
3. In addition, please wash the following on each specified month. This way ALL toys will be cleaned at least once a year. (Some are mainly 2's toys and need cleaning more frequently.)
 - September - Potato Heads (example, soak in bathtub)
 - October – Duplos, Thistle blocks
 - November – Playmobile, Legos (run through dishwasher, mesh bag suggested)
 - December – Animals, K'nex
 - January - Potato Heads, Dr. kit
 - February – Duplos, Gears
 - March – Playmobile, Snap-It Toys
 - April – Animals, Stacking shapes
 - May - Pizza shop and hot dogs and burgers
 - June - Pet shop

**** Bleach solution is made of 1/4 cup bleach to one gallon of water****

4. Toys need to be returned to school prior to start of class on Monday morning at 9:00 AM. Let them air dry and make sure they are completely dry when you return them on Monday. Since some toys may take awhile to completely dry, it is suggested that you clean them early in the weekend to allow enough time to dry (also, drying spread out on towels, or outside if it is warm enough, may speed drying).
5. The playdoh toys have been placed in baggies according to season/month. After each monthly clean place cleaned playdoh toys in appropriate baggie.

Note: Any money spent on completing this job (up to \$40.00) is the responsibility of the jobholder. Amounts in excess of \$40.00 are reimbursed by the school upon request and submission of **all** receipts for all disbursement made on behalf of the school.

Revisions: 05/2015 MLDG