

## ***EMMA Resource Classes***

*“He who fears the Lord has a secure fortress, and for his children it will be a refuge.” Proverbs 14:26*

### **Friday – Clean Activities Building – 2:30pm**

#### ***Responsible for the clean-up of the Activities Building***

**On Arrival** – Initial beside your name on the Work Duty Check-In sheet (found downstairs on Hayley’s desk), get cleaning bucket, and then proceed across the upstairs parking lot to the Activities Building

- Pick up **cleaning supplies** in the bucket in the downstairs closet
- There are **latex gloves in a box on the closet shelf** if you would like to use them

#### **Front Room Downstairs:**

- Sweep floor – broom and dustpan are in white storage closet in hallway across from women’s bathroom
- Sweep rug in foyer area
- Wipe down tables and straighten chairs – dish cloths should be in the drawer beside sink in kitchen
- Empty all trash and take bags to dumpster across the lawn

#### **Bathrooms:**

- Wipe down toilets, sinks, & mirrors
- Pick paper off floor or sweep it
- Empty trash can