

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 Downstairs – 1:45pm

Responsible for the clean-up of the Chapel building

On Arrival – Initial beside your name on the Work Duty Check-In sheet (found downstairs on Hayley’s desk)

- **Cleaning supplies are in downstairs closet** on your right as you enter building (beside Hayley’s desk area)
- There are **latex gloves in a box on the closet shelf** if you would like to use them
- Sweep hallways downstairs
- Sweep lower level classrooms #2a, 13, & 14
- Vacuum room #1, #2 & Toddler Nursery
- Tables and chairs in classrooms should be neat and clean – wipe down tables if necessary
- Empty trash out of these 6 rooms – replacement bags are in closet
- Clean both bathrooms downstairs (also check bathroom between nurseries)
 - Wipe down toilets, sinks, & mirrors
 - Pick paper off floor or sweep it
 - Empty trash can
- Take large trash bag to dumpster (straight across parking lot upstairs in between activities building and Chapel House)
- There will be a **room diagram for Room 2A** available – please look for it in the work duty notebook on Hayley’s small desk.