

All Classes,

In this packet you will find the work that I have assigned for you to complete while you are at home. I know this isn't ideal but the work that I have compiled will be useful to you for as long as you live. Do your best to complete all of the work that is given to you during this time but also take some time for yourself and most importantly, stay healthy. If you need anything at all and don't have access to food or supplies, let me know and I will help you out. Just send me an email at jtodd@rcsd.k12.ny.us. See you soon!

Ms. Todd

Work to be completed:

- You need to follow the weekly cleaning chart and complete a cleaning task for each day of the week. You will need to get this signed by a parent or guardian once you have completed it-you don't need to complete Monday and Tuesday of this week. Start on Wednesday's schedule. I have included instructions for each cleaning task if you have never done it before.

CLEAN HOME
happy home



monday
BEDROOM DAY

- change sheets
- dust & polish furniture
- clean mirrors
- clean fan
- sweep floors
- declutter 10 minutes
- LAUNDRY: sheets

wednesday
KITCHEN DAY

- clean out refrigerator
- clean counters
- clean table & chairs
- sweep and mop floors
- take out trash
- LAUNDRY: lights

friday
ALTERNATE

- week 1: all appliances
- week 2: kitchen cabinets
- week 3: windows & blinds
- week 4: walls & baseboards
- LAUNDRY: whites

tuesday
BATHROOM DAY

- clean shower & toilet
- clean sink, counter, & faucet
- clean mirror
- sweep floors
- restock toiletries
- change towels
- LAUNDRY: towels

thursday
LIVING RM. DAY

- dust & polish furniture
- clean tv
- freshen fabrics (febreeze)
- sweep & vacuum
- declutter 10 minutes
- LAUNDRY: darks

saturday
OUTSIDE

- clean out car
- straighten up garage
- sweep off steps
- yard work
- LAUNDRY: catch up

Monday: Bedroom Day

- Change sheets
 - Take the bed sheets that are on your bed right now and replace them with fresh, clean ones. Don't have any? Wash the ones that are on your bed in the laundry (laundry is explained below). Don't have a washing machine? You can just nicely make your bed.
- Dust and polish furniture
 - Get an old rag of some sort. You can use an old sock, washcloth, raggy shirt, something that is soft). You can also use a damp paper towel or a feather duster. If you have dusting polish, you can put some of that on your rag and go across all surfaces. If you don't have dusting polish, you can just use the dry rag or damp paper towel (just make sure to wipe it dry after using the paper towel). Surfaces that you should dust: tables, chairs, large cabinets, TV stands, dressers, etc. When you dust you need to make sure to get the entire piece of furniture, not just the top of it.
- Clean mirrors
 - Grab a paper towel and some Windex or any kind of glass cleaner. Spray the glass cleaner onto the mirror and wipe it with the paper towel until it's dry and there's no glass cleaner left on the mirror. Make sure to wipe in one direction so that you don't leave streaks on your mirror. Don't have glass cleaner? You can just wipe the mirror with the dry paper towel.
- Sweep floors
 - Grab a broom and sweep any non-carpeted floors.
- Declutter 10 minutes
 - This can be done in any room of your house or even your backpack. Go through old things and throw things away that you don't need anymore.
- Laundry- bed sheets
 - Do this only if it's available to you. Your bed sheets and pillow cases can go in one load. Your comforter and blankets will go in another load. Grab laundry detergent. The plastic cup that's over the lid needs to be filled with laundry detergent to the middle line on the plastic cup **DO NOT FILL THE CUP ALL THE WAY!** Pour it onto the sheets or into the detergent console if your washing machine has one. Close the washing machine lid. Set the water temperature to warm. Turn the dial to the "normal" setting and hit start.
 - To work the dryer: put the wet sheets into the dryer. Locate the lint trap and make sure to clean it off and throw away any lint that you removed. Replace the lint trap. If you have dryer sheets, put one on top of the sheets and close the dryer door. Turn the dial to 60 minutes. If it's still damp when the 60 minutes is done, put it on for another 20 minutes until it's completely dry.
 - Follow these steps for the comforter load of laundry as well.

Parent/Guardian signature stating that you have completes all of the above tasks:

Tuesday: Bathroom Day

- Clean shower and toilet
 - Shower: using a sponge or paper towel, spray or sprinkle any kind of shower cleaner such as Clorox. You can also use Clorox wipes if you have them. You are wiping down the entire shower, walls, faucets, shower head, everything. Make sure you take out the soap and shampoo bottles and clean under them.
 - Toilet: you can use the same cleaner that you used for the shower. You are to wipe down the entire toilet. So use the cleaner all over the toilet and wipe it down, make sure you get into every crack and corner. Put some of the cleaner into the toilet bowl (where the water is). Using a toilet brush, scrub the inside of the toilet. Make sure you get the sides and underneath the lip of the toilet. Flush it once you are done.
- Clean sink, counter, and faucet
 - Using the same cleaning supplies, you are going to spray and wipe down the entire sink. Remember to get all cracks and corners!
- Clean mirror
 - Do this the same as you did yesterday
- Sweep floors
 - Do this the same as you did yesterday
- Restock toiletries
 - Check to see if you need to replace an old roll of toilet paper with a new one. Make sure there is hand soap by the sink. Make sure there is enough shampoo and conditioner in the bottles. If not, replace them if you have some to replace them with. Hang up clean towels on towel racks.
- Change towels
 - Take down the towels that have been used and replace them with clean ones.
- Laundry: towels
 - Gather all of the towels in the house and put them in the laundry. Follow the laundry steps from yesterday.

Parent/Guardian signature stating that you have completed all of the above tasks:

Wednesday: Kitchen Day

- Clean out refrigerator
 - Take out any old food that might be going bad and throw it away. Look at expiration dates and see if anything needs to be tossed. Wipe down the inside of the refrigerator by taking out all of the products and cleaning all of the shelves.
- Clean counters
 - Wet a sponge or washcloth. Take everything off of the counters and wipe down every inch of the counterspace. Once you wipe it, dry it with a dry, clean towel then put everything back where it belongs on the counter.
- Clean table and chairs
 - Wipe down the table and chairs the same way you wiped down the counters. Make sure to clean off the table of any clutter.
- Sweep and mop floors
 - If you have a mop, you can use soap and water to clean the floors. Make sure the floors are dry before anyone walks on them. If you don't have a mop, you can use a sponge and mop the floors by hand. You can also use white vinegar instead of soap and water if you want sparkling floors.
- Take out trash
 - Take out the trash that's in the garbage can and replace it with a new garbage bag.

Parent/Guardian signature stating that you have completes all of the above tasks:

Thursday: Living Room Day

- Dust and polish furniture
 - Do this the same as you did it on Monday
- Clean TV
 - Wipe down the sides of the TV. Using a damp paper towel, you will wipe down the screen of the TV. You need to be careful doing this. Be very gentle and do not apply any pressure. Lightly dry it with a clean towel.
- Freshen fabrics
 - If you have Febreze, you can spray that on your couches, chairs, and pillows. If you don't have Febreze, you can just shake out and fold the blankets and fluff the pillows.
- Sweep and vacuum
 - Depending on if you have carpet or not, you will either sweep or vacuum your floors.
- Declutter 10 minutes
 - Take 10 minutes to declutter your living room. You can get rid of anything that has no use anymore. Put back anything that belongs in other rooms. Tidy up anything that are on coffee or side tables, pillow, and blankets.
- Laundry: darks
 - Gather all of your dark colored clothes and put them into the laundry.

Parent/Guardian signature stating that you have completes all of the above tasks:

Friday: Outdoors (you are going to do Saturday's job here)

- Do any kind of yard work. You could pick up sticks, take the garbage to the curb, get the mail, sweep off a porch or steps, weed a garden, any kind of work you can find to do outside.
- Laundry: whites
 - Any white clothing you have needs to get washed.

Write what outside chore you did: _____

Parent/Guardian signature stating that you have completes all of the above tasks:

Week 2: you are completing the same tasks and need to get parent/guardian signatures.

Monday:

Parent/Guardian signature stating that you have completes all of the above tasks:

Tuesday:

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Wednesday:

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Thursday:

Parent/Guardian signature stating that you have completes all of the above tasks:

Friday:

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