



Partner Solutions
General Services

AHERA MANAGEMENT PLAN

Name of School: Nathaniel H. Wixon Innovation School

Month of Cleaning:

January 2023

Cleaning methods used:

H1 W03 + BLUTAB 68

Names of persons performing the cleaning:

TAMIR ES FAGUNDES
BRIAN GUY
MARIA LUCIA MEPELOS

Location Cleaned:	Date of Cleaning	Signature
Main Office	01/05/2023	Tamires Sagundes
Lobby 256	01/05/2023	Tamires Sagundes
Guidance Room	01/05/2023	Tamires Sagundes
Corridor 310/312/313	01/05/2023	Tamires Sagundes
Office 1/2/3	01/05/2023	Tamires Sagundes
Library 109	01/05/2023	Tamires Sagundes
Room 115	01/05/2023	Tamires Sagundes
Clinic Room	01/05/2023	Tamires Sagundes
Xerox Room	01/05/2023	Tamires Sagundes
Classroom 277	01/05/2023	Tamires Sagundes
Classroom 279	01/05/2023	Tamires Sagundes
Classroom 201	01/05/2023	Tamires Sagundes
Classroom 202	01/05/2023	Tamires Sagundes
Classroom 203	01/05/2023	Tamires Sagundes
Classroom 205	01/05/2023	Tamires Sagundes
Classroom 206	01/05/2023	Tamires Sagundes
Classroom 208	01/05/2023	Tamires Sagundes
Classroom 209	01/05/2023	Tamires Sagundes

Classroom 210	02/05/2023	Tamires Sagundes
Store - Classroom	02/05/2023	Tamires Sagundes
Cafeteria	1/5/23	Dika Alves
Kitchen 274	1/5/23	Dika Alves
Kitchen - Storage	1/5/23	Dika Alves
Upper Part of Bolier Room	02/05/2023	Tamires Sagundes
Classroom 102	02/05/2023	Tamires Sagundes
Gymnasium 266	1/5/23	Dika Alves
Gymnasium 255	1/5/23	Dika Alves
Gymnasium Office	02/05/2023	Tamires Sagundes
Classroom 233	02/05/2023	Tamires Sagundes
Storage 228	02/05/2023	Tamires Sagundes
Storage 213	02/05/2023	Tamires Sagundes
Shower 266	02/05/2023	Tamires Sagundes
Boy's Locker Room	02/05/2023	Tamires Sagundes
Girl's Locker Room	02/05/2023	Tamires Sagundes
Classroom 102	02/05/2023	Tamires Sagundes
ArtRoom A	02/05/2023	Tamires Sagundes
ArtRoom B	02/05/2023	Tamires Sagundes
Supplies Room	02/05/2023	Tamires Sagundes
Classroom 266	02/05/2023	Tamires Sagundes
Classroom 267	02/05/2023	Tamires Sagundes
Storage 268	02/05/2023	Tamires Sagundes
Coat Closet	02/05/2023	Tamires Sagundes
Classroom 273	02/05/2023	Tamires Sagundes
Classroom 274	02/05/2023	Tamires Sagundes
Classroom 275	02/05/2023	Tamires Sagundes
Classroom 276	02/06/2023	Tamires Sagundes

IMPORTANT NOTE: Routine is Listed

KITCHEN & CAFETERIA

WASH GARBAGE CANS AFTER EACH EMPTYING: DAILY

DISPOSE OF ALL OTHER TRASH: DAILY

WET MOP ALL FLOORS: DAILY

SECURE WINDOWNS AND DOORS: DAILY

CLEAN DRINKING FOUNTAINS: DAILY

CLEAN TRAY SLIDES: DAILY

DAMP WIPE ALL TABLES & SEATING: DAILY

WASH HOOD FILTER, WINDOWS & DOOR FRAMES, WOODWORK & TRIM, METAL FIXTURES: WEEKLY

CLEAN RANGE HOOD & EXHAUSTED FANS: MONTHLY

NURSE'S CLINIC, OFFICE & LOUNGE

DUST DESKS, FILES, CABINETS, TABLES, CHAIRS, WINDOW SILLS & OPEN SHELVES: DAILY

DUST MOP FLOOR: DAILY

EMPTY WASTE BASKETS & RECYCLE BINS: DAILY

VACUUM RUGS: DAILY

CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY

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STRIP & WAXE FLOOR: ANNUAL/AS NEEDED

SHAMPOO RUGS: ANNUAL/AS NEEDED

WASH FURNITURE & WOODWORK: AS NEEDED

CLEAN SHADES, DRAPES & VENETIAN BLINDS: AS NEEDED

AUDITORIUM & STAGE

DUST HORIZONTAL & SEATING SURFACES: WEEKLY

WASH RALLINGS: WEEKLY

WASH DOORS, GLASS & FRAMES: MONTHLY

DUST MOP FLOORS, VACUUM RUGS: MONTHLY

WASH WINDOWS & SILLS, WAINSCOT, LIGHTS & FIXTURES: AS NEEDED

WASH WOODWORK & TRIM: AS NEEDED

LOOR CLEANING: WEEKLY

LOCKER & SHOWER ROOMS, TOILETS & RESTROOMS

WASH ALL HORIZONTAL SURFACES: DAILY

WASH WITH DISINFECTANT/ ANTISEPTIC SOLUTION: URINAL, DRINKING FOUNTAIN, SINK & FIXTURE: DAILY

WASH WITH DISINFECTANT/ ANTISEPTIC SOLUTION: TOILETS BOWLS & FIXTURES, TOILET SEATS: DAILY

WASH WITH DISINFECTANT/ ANTISEPTIC SOLUTION: STALL PARTILIONS, TILE WALLS & FLOOR: DAILY

WASH GRAFFITI, EMPTY ALL TRASH, CHECKING FOR STOLEN ITEMS: DAILY

WASH DISPENSERS, SECURE LIGHTS, WINDOWS & DOORS: DAILY

WASH WIPE DOORS, WINDOWS & FRAMES: WEEKLY

WASH WITH DISINFECTANT ALL INTERIOR AREAS NOT SPECIFICALLY LISTED ABOVE: WEEKLY

NOTES:

Supervisor Signature:

District Manager Signature:

