



Partner Solutions  
General Services

## AHERA MANAGEMENT PLAN

Name of School: Nathaniel H. Wixon Innovation School

Month of Cleaning:

SEPTEMBER / 2022 / SEPTEMBER

Cleaning methods used:

H1 COV 31 BLUWB 68

Names of persons performing the cleaning:

WIXON crew +  
supervisor

Location Cleaned:	Date of Cleaning	Signature
Main Office	09/08/22	Elda De Dios
Lobby 256	09/08/22	Elda De Dios
Guidance Room	09/08/22	Elda De Dios
Corridor 310/312/313	09/08/22	Elda De Dios
Office 1/2/3	09/08/22	Elda De Dios
Library 109	09/08/22	Elda De Dios
Room 115	09/08/22	Elda De Dios
Clinic Room	09/08/22	Elda De Dios
Xerox Room	09/08/22	Elda De Dios
Classroom 277	09/08/22	Elda De Dios
Classroom 279	09/08/22	Elda De Dios
Classroom 201	09/08/22	Elda De Dios
Classroom 202	09/08/22	Elda De Dios
Classroom 203	09/08/22	Elda De Dios
Classroom 205	09/08/22	Elda De Dios
Classroom 206	09/08/22	Elda De Dios
Classroom 208	09/08/22	Elda De Dios
Classroom 209	09/08/22	Elda De Dios

Classroom 210	09/12/2022	Sandra p. Frujilla
Store - Classroom	09/12/2022	Sandra p. Frujilla
Cafeteria	09/07/22	Brian Dumas
Kitchen 274	09/07/22	Brian Dumas
Kitchen - Storage	09/07/22	Brian Dumas
Upper Part of Bolier Room	09/12/2022	Sandra p. Frujilla
Classroom 102	09/07/22	Sandra p. Frujilla
Gymnasium 266	09/07/22	Brian Dumas
Gymnasium 255	09/07/22	Brian Dumas
Gymnasium Office	09/07/22	Brian Dumas
Classroom 233	09/12/2022	Sandra p. Frujilla
Storage 228	09/12/2022	Sandra p. Frujilla
Storage 213	09/12/2022	Sandra p. Frujilla
Shower 266	09/12/2022	Sandra p. Frujilla
Boy's Locker Room	09/12/2022	Sandra p. Frujilla
Girl's Locker Room	09/12/2022	Sandra p. Frujilla
Classroom 102	09/12/2022	Sandra p. Frujilla
ArtRoom A	09/12/2022	Sandra p. Frujilla
ArtRoom B	09/12/2022	Sandra p. Frujilla
Supplies Room	09/12/2022	Sandra p. Frujilla
Classroom 266	09/12/2022	Sandra p. Frujilla
Classrrom 267	09/12/2022	Sandra p. Frujilla
Storage 268	09/12/2022	Sandra p. Frujilla
Coat Closet	09/12/2022	Sandra p. Frujilla
Classroom 273	09/12/2022	Sandra p. Frujilla
Classroom 274	09/12/2022	Sandra p. Frujilla
Classroom 275	09/12/2022	Sandra p. Frujilla
Classroom 276	09/12/2022	Sandra p. Frujilla

**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 WINDOW 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
CLEAN TELEPHONES, DESK BASKETS, ETC: WEEKLY
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
FLOOR CLEANING: WEEKLY



**LOCKER & SHOWER ROOMS, TOILETS & RESTROOMS**

DUST ALL HORIZONTAL SURFACES: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: URINAL, DRINKING FOUNTAIN, SINK & FIXTURE: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: TOILETS BOWLS & FIXTURES, TOILET SEATS: DAILY
CLEAN WITH DISINFECTANT/ ANTISEPTIC SOLUTION: STALL PARTILIONS, TILE WALLS & FLOOR: DAILY
REMOVE GRAFFITI, EMPTY ALL TRASH, CHECKING FOR STOLEN ITEMS: DAILY
FILL DISPENSERS, SECURE LIGHTS, WINDOWS & DOORS: DAILY
DAMP WIPE DOORS, WINDOWS & FRAMES: WEEKLY
WASH WITH DISINFECTANT ALL INTERIOR AREAS NOT SPECIFICALLY LISTED ABOVE: WEEKLY

[Redacted]	
NOTES:	
[Redacted]	
Supervisor Signature:	
District Manager Signature:	