

Weekly Cleaning Roster - 10 share unit

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					

Roster tips

- 1 Agree on a day that the roster starts each week and rotate all the jobs on this day.
- 2 Agree on a day that all the jobs to be done once per week will be completed.
- 3 Use the template to cut jobs out and use blue tac to stick allocated jobs to food cupboards or bedroom doors.
- 4 Person who is on bin duty for the week is responsible for rotating the jobs ready for the next week.

Duty icons explained



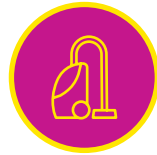
Clean oven, microwave and stove tops

Clean the inside and outside of the oven, the grill, inside and outside of the microwave and wipe the stove tops. To be completed once per week.



Bins and bathrooms

Empty the kitchen bin and take out all the recycling. Wipe the benches and clean any general clutter in the bathroom. Bins are to be emptied whenever they are full throughout the week. Rotate cleaning jobs at the end of each week.



General tidy up

Tidy clutter in the lounge room, vacuum the carpeted areas and wash any towels from kitchen. This is in addition to any cleaning done by cleaners. To be completed once per week.



Wipe down surfaces

Wipe down the kitchen benches and tables in the common room. To be completed each night.



Clean appliances

Wipe the kettle and toaster (and empty the crumb tray) along with any other appliances stored on the bench. Wipe down the fridge and freezer doors. To be completed once per week.



Put away the dishes

Empty the dish rack, put away clean dishes and wipe down the sink area. Dirty dishes to be cleaned by those who used them last. Dish rack to be emptied each night after dinner.



Clean fridges

Wipe out all internal surfaces in the fridge including shelves, crispers and compartments in the door. Throw away any expired food. To be completed once per week.