

Henderson County Public Schools: School Cleanliness and Sanitation Report

School Name:	
Date:	
Inspected by:	

Unsatisfactory	Checked	
		A. Entrances/Lobby/Stairs
		Mats are clean
		Floors are clean
		Windows, glass doors and decorative clean
		Steps clean (no trash or dirt build up in stairwells)
		*Premises and surroundings free of litter
		*Are Premises free of those conditions which promote insect and rodent breeding
	Comments	

		B. Custodial Closets, Chemical/Equipment Storage
		Restricted to authorized personnel; locked chemical storage areas
		No bleach in use, minimal use of aerosol products,
		MSDS sheets are available, labels on bottles, bottles only made when using product
		Dispensing system working properly for concentrated chemicals
		Gloves and other personal protective gear available for workers cleaning
		*Storage areas, floors and utility sinks clean
	Comments	

		C. Floor Equipment
		Buffers, scrubbers, vacuums cleaned after use and working
		Propane tanks outside of building (locked after use)
		Filters cleaned after use of machines
	Comments	

		D. Offices, Classrooms, Computer Rooms and Work Areas
		Flooring and carpets are clean
		Dust levels minimal
		Telephones, door knobs and light switches are cleaned and disinfected regularly
		Floors are mopped and disinfected when needed
		Window ledges, and other ledges in rooms dust free
		Trash receptacles are emptied regularly
		No evidence of water leaks, mold or mildew
		No food waste, or open chemical containers
		Air vents clean and working
		*All ledges on blackboards, wall maps, bulletin boards, window sills, etc cleaned routinely
		*Light fixtures, windows, drapes, blinds and transoms in good repair and cleaned routinely
	Comments	

		E. Hall Areas
		*On-site water supply system appear to be adequate and safe for human consumption
		*Drinking fountains in good repair, provided with adequate water pressure and regulated
		*Drinking fountains cleaned especially inside guard
		*Floor and wall areas cleaned routinely behind drinking fountains
		*Floors, walls and ceilings in good repair and cleaned routinely
		Hard floors are clean, dust, soil free and in good condition
		*Areas behind radiators cleaned routinely
	Comments	

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Unsatisfactory	Checked	
		<i>F. Washrooms and Restrooms</i>
		*Floors, walls and ceilings in good repair and cleaned routinely
		*Toilet fixtures in good repair and cleaned routinely
		*Toilet rooms free of odor, mold and mildew
		*Lavatories and hair catchers cleaned routinely
		*Lavatories in good repair (absence of leaking faucets)
		*Soap dispensers, towel dispenser, working and waste containers provided
		No noticeable odors, mold or mildew
		Vents are clean with ventilation to keep areas dry
		Tile grout lines are clean
		Overall impression satisfactory
	Comments	

		<i>G. Athletic Area/ Gym</i>
		Locker rooms are clean and dust free
		Restroom and shower area floors, sinks and toilets clean
		Equipment is cleaned and disinfected
		*Gym locker room facilities, ceilings, walls in good repair, free of odors, mold, mildew and cleaned
		*Personal items, athletic equipment, etc. properly stored
	Comments	

		<i>H. Media Center</i>
		Minimal dust on book shelves, ledges
		Tables are clean
		Floors are clean /carpet is vacuumed
	Comments	

		<i>I. Cafeteria</i>
		Floors are clean
		Tables are clean
		Waste Receptacle area is clean
		*Dumpsters/garbage cans provided and containers cleaned routinely
		*On site sewage disposal system working properly (Rugby and West Henderson only)
		*Buildings free of rodents and vermin
		Premises free of those conditions which promote insect and rodent breeding
	Comments	

		<i>Comments on Exterior Grounds</i>
		<i>Additional Comments</i>
		<i>Maintenance Work Orders</i>

*Asterisk means this complies with the North Carolina State School Board of Education School Sanitation Report 2010-2011 School Year