

Borrowing the Gym Checklist

Using the gym requires that the adult supervisors ensure that all items and spaces in the gym are used and left without any damage and is cleaned at the end of the use.

Reminders:

- All garbage makes it into the trash can
- Do not rip, damage or destroy posters on the walls
- Do not alter or erase notes on the whiteboard
- Use medical equipment and cleaning equipment only when necessary
- Clean any and all spills
- All kids should be supervised at all times by an adult
- Do not mark, vandalize or alter any part of the gym without prior permission

Checklist:

- Check for any garbage, items or spills around gym
- Blue dry mop the floor
- Take out garbage cans (into the hall) if necessary
- Turn off all the lights
- Make sure all the exterior doors are closed - DO NOT PROP OPEN DOORS