

Cleaning Guidelines for N-TECH

Cleaning is one of the most important jobs at N-TECH. We need to be good stewards of what God has provided for us to use. Our current host has graciously allowed us to use their facilities for our co-op, so we need to be sure that we leave the building and grounds in better condition than we found them. For this reason, no gum or glitter will be allowed, and parts of the building will be off limits to minimize the areas we are responsible to clean. Along this same line, eating at lunchtime will only be allowed in the Gym, the 2 designated lunchrooms (high school & middle school), meeting room for STUCO, and outdoors. After lunch, each family will be required to clean up after themselves. At the end of 5th hour, all children and adults in each classroom will help clean tables, whiteboards, and stack chairs before they leave that room at the end of the day. Classes that are outside 5th hour will patrol the grounds for trash before they are dismissed.

Everyone is required to earn two credits. Those who clean every week will earn two credits. Those who teach one class and need to earn another credit can do so by cleaning after classes for up to five weeks depending on the need that semester. You will be assigned your cleaning time(s) and zones by the first day of the semester. If someone in your family is sick and you are unable to come to co-op on your assigned cleaning day, you must let the cleaning coordinator know ASAP. You are responsible to find a substitute. It is absolutely essential that we have a complete crew of cleaners each week so we can complete the job well and get home at a decent hour. There will be specific procedures to follow for cleaning each part of the building that we use. Each cleaner will be assigned a specific area / zone and will be given written instructions for that area / zone. Once you have completed the cleaning of your area, you MUST return your cleaning supplies and check with the Cleaning Coordinator to find out what else needs to be done. Since this is a group effort, no cleaner leaves until the whole building is clean. Fulltime cleaners, this is how you earn your two credits. Part-time cleaners, this is how you earn your extra credit. So, it is imperative that we give our all and stay until the job is done. If you have children in 4th grade or younger, they are required to stay in the childcare room while you clean. Children cannot roam the building while we are trying to clean. Adequate childcare supervision will be provided so you can concentrate on cleaning. The same rules for obedience and respect will apply during cleaning time, so be sure to talk with your children about what is expected of them. Once a child has been brought to the childcare room, they will not be allowed to leave until the parent has been checked out at the conclusion of cleaning. If your children are older than 4th grade, they will have the privilege of participating on the cleaning team. The Cleaning Coordinator has the option to assign students in and above 5th grade to cleaning duties which may or may not be in the same zone as their parent. Thank you all for keeping the host church clean and tidy. You are an integral part of maintaining a healthy and positive relationship with the host church.