

# CRAWLERS ROOM

# CHECKLIST

## ENVIRONMENT

- \_\_\_ Turn on all lights
- \_\_\_ Check that all trash cans have liners and are debris free
- \_\_\_ Room is Clean
- \_\_\_ Toys/Equipment is Clean
- \_\_\_ Place toys/activities inviting arrangement
- \_\_\_ Turn on music
- \_\_\_ Place "Allergy Alert" Sign on door (Snack of the Day)

## MATERIALS

- \_\_\_ Restock baby changing area
- \_\_\_ Restock hand sanitizer, sprays cleaners, wipes
- \_\_\_ Restock "My Diaper was Changed" Stickers
- \_\_\_ Restock kleenex and paper towels
- \_\_\_ Restock check-in sheets
- \_\_\_ Restock bag tag stickers
- \_\_\_ Place Lesson Materials Bin in Classroom

## SERVE TEAM

- \_\_\_ Print out Serve Team Roster
- \_\_\_ Gather Serve Team for Huddle and Prayer
- \_\_\_ Review lesson with Lead Teacher (answer questions, note changes, etc.)

## BETWEEN SERVICES

- \_\_\_ Run through the Materials/Serve Team List
- \_\_\_ Remove trash and place in designated area per campus
- \_\_\_ Clean and/or replace toys
- \_\_\_ Restock Lesson Bin with materials if necessary

## AT THE CLOSE OF LAST SERVICE

- \_\_\_ Restock Room using Restock List
- \_\_\_ Clean all hard surfaces and toys
- \_\_\_ Note any environment needs
- \_\_\_ Return Lesson Bin to the designated area
- \_\_\_ Remove Trash
- \_\_\_ Turn off music/lights