

Primary Home Care Series

CLEANING

NAME _____ SCHOOL _____

DATE STARTED _____ DATE COMPLETED _____

TO THE SUPERVISOR

Please ensure the student understands the data below in language appropriate for the student.

PREREQUISITE: Dusting.

HOW TO DO THIS COURSE: Do the steps one at a time, in order. When you finish a step, put your initials and the date on the sign-off line on the right. A split line means to get a pass (and an initial) from another student (or your supervisor if it says that).

PURPOSE: To learn how to make a home clean.

ESTIMATED TIME: 7 hours.

MATERIALS NEEDED TO DO THIS COURSE

Broom, dustpan, sweeping area (a designated area with dirt and dust on the floor and a 2” square taped on the floor to sweep the dirt and dust into); string mop, sponge mop, microscope, liquid floor cleaner, powder floor cleaner, glass or pitcher, bucket with mop squeezer attachment, scrub brush, two vacuum cleaners (one to use, one different kind to look at), vacuum cleaner attachments (brush attachment, crevice tool, floor tool); masking tape, 2 cups, bucket, towel or large rag. Note: Supplies should be kept in a “Home Care Closet.”

Heron study booklet with this Data Sheet: 846

Exam: 4021

A. SWEEPING

1. READ: Data Sheet #846 Cleaning Booklet, section “Sweeping.” _____
2. DEMONSTRATE: Draw a picture of some things you can sweep. _____
3. READ: Data Sheet #846, section “Broom and Dustpan—How to Use Them.” _____
4. DEMONSTRATE: Show your supervisor how to hold a broom and move it like you are sweeping. (Use a real broom.) _____
5. DRILL: Practice moving a broom like you are sweeping until you can do it smoothly. _____
6. DEMONSTRATE: Show your supervisor how to hold a dustpan and broom at the same time. _____

7. DRILL: Holding a dustpan and broom, practice moving the broom like you are sweeping dirt into the dustpan. Do this until you can do it well. _____
8. DRILL: Go to the sweeping area. Sweep the dirt on the floor into the square. Sweep the dirt from the square into the dustpan and throw it in the wastebasket. _____
9. DRILL: Sweep three rooms. Make sure the floors have no dust or dirt on them when you are done. _____

B. MOPPING

B1. The Mop

1. READ: Data Sheet #846, section "Mop." _____
2. DEMONSTRATE: Go to the Home Care Closet and pick out the 2 kinds of mops. Touch the mop part of each of them. _____
3. READ: Data Sheet #846, section "Mopping." _____
4. DEMONSTRATE: Find a very dirty floor. Show the dirt to your supervisor. _____
5. READ: Data Sheet #846, section "Germ." _____
6. DEMONSTRATE: Look at some germs under a microscope (get help from your supervisor if you need it.) _____
7. DEMONSTRATE (with whatever objects you wish to use): Why you wash floors once a week. _____
8. READ: Data Sheet #846, section "Using a Mop." _____
9. DEMONSTRATE (with objects): What would happen if you mopped a rug. _____
10. DEMONSTRATE: Draw a picture of a room that has a floor in it you could mop. _____

B2. Floor Cleaner

1. READ: Data Sheet #846, section “Liquid.” _____
2. DRILL: Find some liquid. Feel it. Find some more liquid. Put it in a glass or pitcher and pour it. _____
3. READ: Data Sheet #846, section “Floor Cleaner.” _____
4. DEMONSTRATE: Go to the Home Care Closet. Pick out the 2 kinds of floor cleaners. Smell the cleaners and look at them. Pour some of each cleaner into a cup (one cup for each cleaner). Add hot water to both cups. See the difference. _____
5. READ: Data Sheet #846, section “Rinse.” _____
6. DEMONSTRATE: Go wash your hands and rise them. _____
7. READ: Data Sheet #846, section “Rinsing Floors.” _____
8. DEMONSTRATE (with objects): What you should do after mopping with soapy water. _____
9. READ: Data Sheet #846, section “Wet Floors.” _____
10. DEMONSTRATE (with objects): What happens when you leave too much water on the floor. _____
11. READ: Data Sheet #846, section “Cleaning the Mop.” _____
12. DEMONSTRATE (with objects): How you will clean the mop when you are finished with it. _____
13. DEMONSTRATE: Go to the Home Care Closet and pick out the big bucket with the big squeezer. Ask your supervisor to show you how it works. _____
14. DRILL: Get a bucket and put some water in it. Get a sponge mop. Get the mop wet and use the squeezer to squeeze the extra water out of the mop. (Squeeze it out over the bucket.) Do this until you can do it well and spill no water. _____

15. PRACTICAL APPLICATION: Get an empty bucket. Put some floor cleaner in the bucket. Fill the bucket half full with hot water. Mop a hallway using the sponge mop and the bucket of water. Each time you put your mop in the water, squeeze it out afterwards. Make sure the floor is very clean when you are done. When you are finished, rinse out your mop until it is clean, then squeeze all the water out. Empty your bucket and put all of your mopping things away in their proper place.
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C. BASEBOARDS

1. READ: Data Sheet #846, section “Baseboards.” _____
2. DEMONSTRATE: Find the baseboards in the school. Tell your supervisor what they are made of. _____
3. READ: Data Sheet #846, section “Cleaning With a Scrub Brush.” _____
4. DEMONSTRATE: Go to the Home Care Closet and find a scrub brush. _____
5. DEMONSTRATE (with objects): Cleaning a baseboard with a scrub brush. _____
6. READ: Data Sheet #846, section “Bristle.” _____
7. DEMONSTRATE: Feel the bristles of a brush. _____
8. DRILL: Get a bucket, put some floor cleaner in it and fill it half full of warm water. With your bucket of water and a scrub brush, go over to the baseboard you like most. Clean the baseboard by scrubbing it with the brush and water. Wipe it dry with a towel. _____

D. VACUUMING

1. READ: Data Sheet #846, section “Vacuum Cleaner.” _____
2. DEMONSTRATE: Look at 2 different kinds of vacuum cleaners. _____
3. READ: Data Sheet #846, section “Vacuuming.” _____

4. DEMONSTRATE (with objects): How to move the vacuum so it gets all of the rug clean. _____
5. DEMONSTRATE (with objects): What you do with furniture while vacuuming. _____
6. DRILL: Vacuum 2 rugs. Vacuum them until they are clean. _____
7. READ: Data Sheet #846, section "Crevice." _____
8. DEMONSTRATE: Find 3 crevices. _____
9. READ: Data Sheet #846, section "Tool." _____
10. DEMONSTRATE: Think of 4 tools and draw pictures of them. _____
11. READ: Data Sheet #846, section "Attachments." _____
12. DRILL: Find the attachments for the vacuum cleaner and practice attaching them to the vacuum cleaner until you do it easily. _____
13. READ: Data Sheet #846, section "What Attachments Are Used For." _____
14. DEMONSTRATE (with objects):
 - a) What the brush attachment is used for. _____
 - b) What a crevice tool is for. _____
 - c) What a floor tool is for. _____
15. DRILL: Vacuum the baseboards and part of a rug close to the baseboards with the crevice tool. Vacuum a floor which the floor tool. Vacuum some furniture with the brush attachment. Make sure you get everything you vacuum very clean. _____

E. PRACTICAL APPLICATION SECTION

1. PRACTICAL APPLICATION: Go to your room. Sweep or vacuum and mop the floor. Wash the baseboards. Make them very clean! _____

2. PRACTICAL APPLICATION: Find someone who says you can sweep or vacuum and mop their room and wash the baseboards. Do it. When you are finished show the person their clean floor and baseboards. _____

I have completed the steps of this course. I understand what I studied and can use it.

Student _____ Date _____

The student has completed the steps of this course and knows and can apply what was studied.

Supervisor _____ Date _____

This student has passed the exam for this course.

Examiner _____ Date _____