

Room routines

Explorers room duties	
4th Staff Duties	5th Staff Duties
1st Staff	1st Staff
<ul style="list-style-type: none"> Checklist Need To do Put Bin Liners in Bin Unpack Bags/Nappies/Make Beds Tidy Room Before the mornings tea 1:30 Nappies (Wake up) Clean up morning tea 	<ul style="list-style-type: none"> Checklist Need To do Put Bin Liners in Bin Unpack Bags/Nappies/Make Beds Tidy Room Before the mornings tea 1:30 Nappies (Wake up)
2nd Staff	2nd Staff
<ul style="list-style-type: none"> 8:00 am Nappies 12:00 pm Nappies before going to bed Afternoon Room clean up Do milk Bottles Putting/Pack away the beds Milk bottles clean and return to bag 	<ul style="list-style-type: none"> 8:00 am Nappies 12:00 pm Nappies before going to bed Morning Tea clean up Tidy up room before lunch/Set beds Bath room Clean up (AM) Milk bottles clean and return to bag Rest Outdoor Environment
3rd Staff	3rd Staff
<ul style="list-style-type: none"> 3:30 Nappies Bathroom Clean up (Lunch & Afternoon) Refill toilet supplies Soiled clothe to go home Clean afternoon tea Tidy up room before lunch 	<ul style="list-style-type: none"> 3:30 Nappies Lunch Clean up wash toys and clean doors Putting/Pack away the beds Milk Bottle at Lunch time Pack up children beddings
4th staff	4th Staff
<ul style="list-style-type: none"> 9:30 Nappies Lunch clean up Water bottle clean and refill Sign and upload all the checklist Daily board and Nappy Board 5 pm Nappies check 	<ul style="list-style-type: none"> Clean up Afternoon tea Wash milk bottles need to be sent home 3:30 Nappies Bath room Clean up in the Afternoon
	5th Staff
	<ul style="list-style-type: none"> 9:30 Nappies Afternoon clean up 5pm nappies check Sign and upload all the checklist Daily board and Nappy Board
LAUNDRY is for everyone	