Weekend Cleaning Routine

Morning

- Make Bed
- Bathroom quick clean
- Scrub Toilet
- Empty Dish Rack
- Fold Blankets
- One load of laundry
- Wipe kitchen countertops
- Sweep/Vacuum
- Empty trash cans
- Feed Pets

Tip

ADOPT THE 'ONE-TOUCH RULE' BY COMMITTING TO HANDLE EACH ITEM ONLY ONCE. INSTEAD OF SETTING THINGS ASIDE FOR LATER, IMMEDIATELY PUT THEM IN THEIR PROPER PLACE, DISCARD THEM, OR TAKE THE NEXT STEP. FOR EXAMPLE, SORT THE MAIL AS SOON AS YOU BRING IT IN RATHER THAN LETTING IT PILE UP. THIS HABIT PREVENTS CLUTTER FROM BUILDING AND KEEPS YOUR SPACES CONSISTENTLY TIDY. "DON'T' PUT IT DOWN, PUT IT AWAY!"

After Breakfast

- Wash Dishes
- Load dishes into dishwasher
- Clean kitchen countertops
- Clean Stovetop
- Wash and rinse the sink
- Sweep the kitchen floor
- Wipe down appliances
- Wipe down dining table
- Mop Floor
- Tidy Breakfast Nook

Mid-Day

- Pick Up
- Wipe Down Surfaces
- Vacuum & Sweep
- Dust
- Put Away Toiletries
- Transfer Clothes to Dryer
- Fold Clean Laundry
- Water Plants
- Clean Up Messy Areas
- Check Tidy Baskets

Evening

- Load dishes into dishwasher
- Clean kitchen countertops
- Fix Living Room Furniture
- Tidy Entry
- Wipe Down Bathroom
- Empty Trash Cans
- Wipe bedroom surfaces
- Put away clothes or items
- Quick Vacuum
- Set Out Clothes

Weekly Cleaning Routine

Daily Tasks (Busy Day)

Make Bed
Empty Trash
Dishes
Clean and Sweep Kitchen
Clean Countertops
Sort Mail
Tidy Living Room
Tidy Dining Room
Check Dryer Vent

Tip

ESTABLISH A 'TIDY BASKET' SYSTEM BY PLACING BASKETS IN FREQUENTLY USED SPACES. WHENEVER YOU COME ACROSS ITEMS THAT DON'T BELONG IN THAT ROOM, PLACE THEM IN THE BASKET. ON CLEANING DAY, CARRY THE BASKET AROUND YOUR HOME AND RETURN EACH ITEM TO ITS PROPER PLACE.

Daily Tasks (Slow Day)

All Busy Day Tasks
Laundry
Organize One Drawer/Cabinet
Tidy Bedroom
Tidy Bathroom
Shred Old Mail
Check Plug-ins
Dust Walls and Ceilings
Check Dryer Vent

Monday
Bedrooms

Tidy/Put Items away
Change Sheets
Organize Closet(s)
Dust Surfaces/Wall/Ceiling
Finish Putting Laundry Away
Go Through Tidy Baskets
Wipe Everything Down
Vacuum Floors

Tuesday
Bathrooms

Tidy/ put items on counter away
Dust Surfaces/Lights
Organize Drawers/Cabinets
Clean Surfaces/Spills
Scrub Bathtub/Shower
Scrub Toilet
Clean Mirrors
Sweep/Mop Floors

Wednesday
Dining Room/Nook

Clean off Dining Room Table
Wipe Dining Room Table
Wipe Dining Room Chairs
Go Through Tidy Basket
Dust Wall/Ceiling
Wipe/Dust Other Surfaces
Sweep/Mop/Vacuum Floors

Thursday
Kitchen

Start a Load of Laundry
Clean Out Refrigerator
Empty Dishwasher and Reload
Hand Wash Dishes
Clear Counter/Put Items Away
Clean/Wipe Countertop
Clean/Scrub Sink
Wipe Appliances
Take Out the Trash
Sweep/Mop Floors
Swap Laundry into Dryer

Friday
Living Room

Start a Load of Laundry
Tidy/Put Items away
Straighten Cushions/Pillows
Refresh Fabrics
Fold/Store Blankets or Throws
Organize Storage Spaces
Dust Surfaces/Walls/Ceiling
Polish Furniture
Go Through Tidy Basket
Vacuum Floors
Swap Laundry into Dryer

Saturday/Sunday
Car/Weekly Prep

Tidy/remove items from car
Wipe/Clean Console
Wipe/Clean Cupholders
Clean/Condition Dashboard
Organize Pantry
Meal Plan
Make Grocery List
Grocery Shop
Organize/Put Away Groceries
Meal Prep
Fold and Put Away All Laundry