Dorm Clean Up Before Major Breaks

It is customary to have the students give the dorms a thorough cleaning in the days leading up to major vacations. This includes their rooms, common spaces and areas surrounding the buildings. These major clean ups should be substantial (sort of like spring cleaning at home), and should allow the students to put the dorm in good order.

Student expectations:

1. Make incremental tasks (rooms done by Thursday, dorm jobs Friday and Saturday, for example) and a schedule. With so many students in the buildings, most dorm jobs should not take more than 15-20 mins.
2. Upon their departure, the students should:
    a. Organize room, put away clothes, empty trash, vacuum room, wipe down surfaces
    b. Unplug electronic devices.
    c. Be sure that all food is removed, thrown away, etc. Refrigerators should be emptied and unplugged.
    d. Turn off lights, close and lock windows (especially on first floor). It is recommended that first floor shades be pulled down.
    e. Lock door.
    f. Do a dorm job.

    Common Spaces: clean out appliances, throw out trash, vacuum, wipe out and empty refrigerators, take recycling to bin, remove dorm trash to trash rooms or dumpsters

3. Unless they cleared an early departure with the dean's office, students should not plan to leave before classes end on the day of departure. Whatever the circumstances, no student should leave without doing a dorm job and getting their room checked.

VACATION DORM ROOM CLEAN-UP

Dorm faculty check when completed.

Dorm: _____ Room No._____

1. Open food packages thrown away _____
2. Floor vacuumed and clear _____
3. Desktop/Bureau clean _____
4. Clothes put away/armoire neat _____
5. Surfaces dusted _____
6. Trash emptied _____
7. Nothing in hallway _____
8. Stuff cleared from bathroom _____
9. You MUST complete the following for safety and health reasons before you leave:
    a. Close and lock windows
    b. UNPLUG all cords from outlets
    c. Throw any leftover food away
    d. Lock your door
10. Dorm Job Completed _____

_____ _____

Dorm Parent Signature Student Signature