
CLARK COUNTY SCHOOL DISTRICT
Operations Department
Gym Floor Preparation

Sign/PPE

- Secure doors to prevent unauthorized traffic. Please post “DO NOT ENTER” signs on all gym entrance doors.

- Make sure you have the proper Personal Protective Equipment (PPE).



Bleachers


- Bleachers are to be pulled out away from the wall. Floor under the bleachers to be swept and all debris and foreign materials to be removed.
- Bleachers are to be mopped and cleaned of all stains and spills.
- Floor under the bleachers to be mopped, especially corners and edges.
- When floor is dry, bleachers are rolled back up against the wall.

Cleaning and Prepping Gym Floor

- Remove gum, tape, and tape residue.
- Use a dust mop with handle and frame to sweep the entire gym floor. Ensure all dust, debris, and foreign materials are removed from gym floor.
- Use a Pro-Team back pack vacuum and vacuum all corners and edges, around baseboard perimeter, and doorway thresholds to eliminate all sand and dirt.



(If you have an Auto Scrubber with two 13” pad Drivers, you will be provided with two blue or green pads to cut and make an adjustment).

- Use Auto Scrubber with blue or green pads to scrub floor with Prominence heavy duty floor cleaner diluted at ratio of 1:256 (1/2 oz. per gallon) or adjusted the distribution measurement dial on three dots.  (For daily maintenance, adjust distribution measurement dial on one).
- Pick-up excess Cleaner and water.



- Floor must be dry prior to screening

(On the day of screening, the floor crew will arrive at 5:00 AM to screen the gym floor. They will not have keys to your school, please unlock the necessary doors so they can complete their assignment.)

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Tools and Materials Checklist

CHECK BOX	GYM FLOOR PREPARATION	NOTE
<input type="checkbox"/>	Post "Do not Enter" Sign	
<input type="checkbox"/>	Bleachers pulled out	
<input type="checkbox"/>	Floor swept and debris and foreign materials removed	
<input type="checkbox"/>	Stains and spills from bleachers mopped	
<input type="checkbox"/>	Floor under bleachers, corners, & edges mopped	
<input type="checkbox"/>	Bleachers rolled back	
<input type="checkbox"/>	Gum, tape, and tape residue removed from main gym	
<input type="checkbox"/>	Gym floor swept, debris and foreign materials removed	
<input type="checkbox"/>	Corners, edges, baseboard perimeter, & doorway thresholds cleaned	
<input type="checkbox"/>	Floor auto scrubbed with Prominence	
	EQUIPMENT AND CHEMICAL	
<input type="checkbox"/>	Auto Scrubber	
<input type="checkbox"/>	Blue or Green pad	
<input type="checkbox"/>	Broom	
<input type="checkbox"/>	Dust Mops (clean and untreated)	
<input type="checkbox"/>	Dust pan	
<input type="checkbox"/>	Large and Small trash can liners	
<input type="checkbox"/>	PPE(Gloves, Goggles)	
<input type="checkbox"/>	Prominence heavy duty floor cleaner	
<input type="checkbox"/>	Pro-Team Vacuum with attachment	
<input type="checkbox"/>	Putty Knife	
<input type="checkbox"/>	Mop Bucket and new mop head(Yellow)	
<input type="checkbox"/>	Signs(Caution signs & "DO NOT ENTER" signs	
<input type="checkbox"/>	32 gallon Trash Can	

(Please leave all equipment and supplies in the gym area for the floor crew to use after screening).

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