

CLEAN MAMA'S

GUIDE TO A

FLEXIBLE ROUTINE

**A CLEANING ROUTINE THAT
WORKS WITH YOUR SCHEDULE,
NOT AGAINST IT**



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Quick Start Guide

Cleaning our home should be a very small part of life but when our homes feel messy and cluttered, it flows into the rest of our lives.

The Clean Mama Guide to a Flexible Routine is designed to help you find a daily rhythm that works for you with the Clean Mama Routine as your basis. Regardless of if you work outside the home, work from home, work a split shift, 12 hour days, or are just struggling with finding a system that works for you, this guide is a tool that you can implement today!



HELPFUL LINKS

[Learn more about the Weekly Tasks](#)

[Learn more about the Daily Tasks](#)

HERE'S WHAT YOU NEED TO DO:

- **PRINT IT OUT**
Print out the PDF packet or download it to a device that you can access.
- **START WITH THE DAILY PLANNER PAGES**
Each of these pages has a play-by-play guide for you to get started and assess where you will be filling in the Daily and Weekly Tasks. These pages are designed to get you started and rolling for your first week or every week - it's up to you!
- **GET READY FOR A NEW WAY TO CLEAN**
A lot of cleaning methods will tell you to clean room by room but if you are strapped for time and energy, this method wastes both time and energy. My assembly-line method of cleaning is a quicker and more efficient way to clean and you'll find your house stays and feels cleaner all the time.
- **DO A LITTLE EVERYDAY**
You'll see the Clean Mama Routine throughout this PDF and I can promise you repeating the mantra in practice and in your head, 'Everyday a little something', is going to carry you through the implementation process.
- **JUST START**
Every day is a new day and a fresh start. There is no need to catch up on anything you didn't get done the day before, just start with each day's task and go from there.

Daily life can be exhausting and overwhelming – take control of the things that you can control and let go of the rest.

The Clean Mama Routine was developed through a variety of life stages and work situations and is designed to give you flexibility **and** a clean home in minutes a day.



Ready? Take a deep breath and get ready to get some things done!

Routine at a Glance

There are 4 parts to the routine. Start with Daily Tasks + work your way to the Monthly Focus.







1. DAILY TASKS

Completed daily, these tasks are the secret to keeping your home tidy most of the time.

- CHECK FLOORS
- WIPE COUNTERS
- CLUTTER
- LAUNDRY
- MAKE BEDS

2. WEEKLY TASKS

Complete as quickly as possible + if you can't get to them, finish on Friday or next week.

	MONDAY clean the bathrooms
	TUESDAY dust all surfaces
	WEDNESDAY vacuum floors + carpet
	THURSDAY wash the floors
	FRIDAY a day to catch up
	SATURDAY sheets & towels

3. ROTATING TASKS

Take the guesswork out of deep cleaning! You'll find specific Rotating Tasks for each month in the [Homekeeping Society Subscription](#) and the [Homekeeping Planner](#) as well as in this guide, on page 14.

- VACUUM / WASH BASEBOARDS
- CLEAN LIGHT FIXTURES
- WASH RUGS + LAUNDRY BEDDING
- CLEAN OVEN + OTHER APPLIANCES
- CLEAN FRIDGE + FREEZER
- POLISH WOOD FURNITURE
- SPOT CLEAN WALLS + FURNITURE
- ROTATE / VACUUM MATTRESSES
- WASH WINDOWS
- REPLACE FILTERS
- WASH WINDOWS
- WIPE SWITCHES / PHONES / REMOTES

4. MONTHLY FOCUS

Looking for a whole-home organizing method? With the Monthly Focus, we work through the entire home – organizing each space using a simple, doable method. This gives you the time to implement habits and systems that work for you and your family. With a whole house declutter in January, spring cleaning in March and paperwork in December, you won't be trying to figure out where you should organize next – the best way to do that is laid out for you. Find the Monthly Focus in the [Homekeeping Society Subscription](#) and the [Homekeeping Planner](#) as well as in this guide, starting on page 15.



The Daily Tasks

✧ CHECKLISTS ✧

On the following pages you'll find a one-page checklist for each day of the week, Sunday - Saturday. Print out multiple copies, laminate or put in a plastic sleeve and use a wet erase marker to use as a checklist. These pages are your step-by-step, day by day checklists as you find the best time of the day to do the Clean Mama Routine. I've also included my tried and true methods for doing the Routine quickly and efficiently.

Just getting started? Perfection is NOT what we're going for, consistency is! Concentrate on what you CAN do, not what you CAN'T or DIDN'T do. Every little bit counts and something is better than nothing!

LOOKING FOR MORE TIPS & TRICKS? VISIT [CLEANMAMA.COM!](https://www.CLEANMAMA.COM)

Sunday is for just the daily tasks!

WHAT'S THE SECRET TO THE CLEAN MAMA ROUTINE?

Consistency – doing a little bit every day is what will help you take your home to the next level of clean. The Clean Mama Routine is intended to be done in the little moments that you have during the day – you know what to do because it's on a schedule – it takes the guesswork out of trying to figure out what to clean and when to clean it.

three ways to started with the daily tasks...

1. Do one every day for a week and add a new task every week – make beds for a week and then add check floors to the next week, and then the third week add wipe counters to make beds and check floors. Continue until you have all five tasks incorporated.
2. My preferred method is to start on a Sunday and make your bed, then on Monday, make your bed and check floors. Then on Tuesday, make your bed, check floors, and wipe counters. Continue through the week until you have incorporated all five DAILY TASKS. You can do this method while adding the WEEKLY TASKS too.
3. If you're used to doing a cleaning routine and just want to try something different, start with all of them at once.

THE DAILY TASKS



MAKE BEDS – Set the tone by making your bed daily. It will instantly make your bedrooms look more put together and in reality it takes under a minute to complete. Teach your kids to make their beds and this job is even easier. I find that by keeping the bedding simple, this makes it really easy for even the youngest family members.



CHECK FLOORS – Most days I need to at least do a quick sweep or quick vacuum of the hardwood floors on our first level. Sometimes I grab the vacuum cleaner and do a little touch up, but most of the time it's just a quick once-over with a broom or microfiber floor duster. My kids are in charge of crumb clean-up under the kitchen table with the broom and dustpan or the vacuum cleaner if necessary.



WIPE COUNTERS – I wipe the kitchen counters after each meal and I check the bathroom counters daily and give them a quick wipe if they need it. I have a little Nightly Sink Scrub ritual where I make sure the counters + sink are clear and then I finish it all off with [a little DIY sink scrub](#). People always ask why I don't clean the kitchen in my cleaning routine and I have to chuckle because I clean it every day after each meal and then do a little sink scrub at night too.



CLUTTER – Clutter takes up space in our homes and minds and it can add stress. Set a timer for as little as five minutes a day and do a quick pick up and declutter. Do this daily and you'll find that little by little the clutter will be taking up less space. Repeat this mantra: Take it out, put it away.



LAUNDRY – I do at least one load of laundry every single day. I know it sounds annoying, but for me it's the only way to stay on top of it. What's the key to making one load a day work? Actually starting AND finishing the load every day. Don't let it pile up in a corner or outside the laundry room. Start AND finish it. It's a great process to master because you will have clean clothes at the ready and you shouldn't have to iron as often or at all if the clothes are put away right away.

Monday

the date: _____

Monday is bathrooms day!



FIRST THINGS FIRST

When is the best time for you to clean the bathrooms today?

- Morning Mid-Day Evening

LET'S GET STARTED...

PUT TOGETHER A CADDY FOR BATHROOM CLEANING

You'll need disinfecting spray, glass cleaning spray, microfiber cloths, castile soap, toilet brush and a scrub brush.

FOLLOW THE CLEAN MAMA BATHROOM QUICK CLEAN METHOD

It's an assembly-line approach that thoroughly cleans bathrooms every week and it gets faster each week.

a few bathroom notes...

1. If you don't use a tub or shower regularly, you don't need to clean every week.
2. Take care to use a separate cloth or paper towel for each toilet and sink to avoid cross-contamination.

THE BATHROOM QUICK CLEAN METHOD	✓
Clear off counters and all surfaces.	
Spray and wipe mirrors clean (reuse this cloth in each bathroom).	
Spray the sink, toilet, and tub or shower.	
Use your toilet cleaner and brush to do a quick clean of your toilet.	
Stop and repeat those first 4 steps in each bathroom. Once you've done that, go back to the first bathroom and continue on...	
Wipe the sink, wipe the toilet, and wipe the tub or shower.	
Place all dirty cloths in container.	
Continue wiping down each bathroom until you are done.	
Change hand and bath towels.	
Repeat each Monday for clean bathrooms!	



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS – this can set the tone for your day!		
CHECK FLOORS – sweep + vacuum only as needed		
WIPE COUNTERS – especially after meals		
CLUTTER – keep it picked up during the day		
LAUNDRY – complete just one load from start to finish		

Tuesday is dusting day!



FIRST THINGS FIRST

When is the best time for you to dust your house today?

- Morning
- Mid-Day
- Evening

WHY DO I DUST ON TUESDAYS?

Dusting should always come before vacuuming because you are whipping up dust as you dust and you want to be able to vacuum the dust up. Don't worry about vacuuming today (that's tomorrow). Dust particles hold and carry bacteria, allergens, and germs – if you didn't think that dusting was important, it is!

Put together a dusting caddy with a couple supplies for dusting. I like to include microfiber cloths, a dusting wand, oil or beeswax (for the occasional polishing), and furniture markers to fix scuffs as I see them.

Work from top down and left to right and just do what you can!

You'll find that as you are dusting regularly it gets easier and quicker every week.

HOW TO DUST QUICKLY + EFFICIENTLY

- SET A TIMER FOR 15 MINUTES**
Turn on some music and do what you can in just those 15 minutes.
- LET THE DUSTING BEGIN**
Dust flat surfaces, lifting up and removing items as you go.
- HAVE A BASKET HANDY**
If you spot something that needs to be put elsewhere or tossed out, put it in a basket and deal with it later today.
- WORK QUICKLY**
Eliminate distractions to complete this dusting adventure.
- KEEP MOVING**
Once you've conquered one room, move to the next, and so on.
- SAVE IT FOR LATER, IF NEEDED**
If you can only do part of the house today, just do the other part next week.



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS – this can set the tone for your day!		
CHECK FLOORS – sweep + vacuum only as needed		
WIPE COUNTERS – especially after meals		
CLUTTER – keep it picked up during the day		
LAUNDRY – complete just one load from start to finish		

Wednesday is vacuuming day!



FIRST THINGS FIRST

When is the best time for you to vacuum your house today?

- Morning
- Mid-Day
- Evening

WHY DO I VACUUM ON WEDNESDAYS?

Since we dusted yesterday, we vacuum today to get up the dust. It's a great way to give your home that just-cleaned feeling in the middle of the week. Remember the bathroom floors that you left on Monday? You're going to vacuum those today too. If you sweep or dry dust hard surface floors instead of vacuuming, you can stick with that method. The main goal is to cover all the floors today.

Here's a tip!

If you need to vacuum in small increments during the day, before you leave for work and when you get home or during breaks in the day - do it! There's no reason to vacuum all at once - space it out as needed.

HOW TO DO A THOROUGH VACUUMING EACH WEEK

- SET A TIMER FOR 10-15 MINUTES**
Concentrate on what you can do today - even if you only have 10-15 minutes, set a timer and do something!
- VACUUM YOUR WAY OUT**
Start on the upper level of your home if you have one, if you don't, start at the room farthest away from the entry to that level. Go to the farthest corner of the room and vacuum your way out of the room from left to right.
- TAKE A BREATH**
As you get started with vacuuming on Wednesdays, it might seem like it takes forever but it'll get easier every week and as you 'check floors' as a Daily Task. Do what you can and don't get frustrated with what you can't get done, focus on what you were able to do!
- SPLIT IT UP**
If you want to make vacuuming a little easier, try splitting it up in a way that makes sense for your schedule. You can vacuum half of your home this week and the other half next week as you're getting started.



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS - this can set the tone for your day!		
CHECK FLOORS - sweep + vacuum only as needed		
WIPE COUNTERS - especially after meals		
CLUTTER - keep it picked up during the day		
LAUNDRY - complete just one load from start to finish		

Thursday is floor washing day!



FIRST THINGS FIRST

When is the best time for you to wash the floors in your house today?

- Morning
- Mid-Day
- Evening

WHY DO I WASH THE FLOORS ON THURSDAYS?

I wash floors on Thursdays because the floors were thoroughly vacuumed on Wednesday. Do I have to re-vacuum on Thursdays? No. I do CHECK FLOORS before I wash them but rarely do I need to re-vacuum. Any re-vacuuming is minimal and it is usually under the kitchen table or around the island.

The best methods...

I have found that a couple methods work really well when it comes to floor washing. Every once in a while, the floors need an old-fashioned, hands-and-knees washing. Depending on the time you want to invest and if you prefer washing your floors this way, you might want to go all out today. If not, simply wash them with your favorite method and tools.

[For my favorite tools + methods read this post on my blog.](#)

HOW TO WASH FLOORS WEEKLY

- MOVE THINGS AS NEEDED**
Quickly move any chairs and rugs that might get in the way.
- WASH YOUR WAY OUT**
Start at the back of each room, in the corner farthest away from the door, and wash from left to right, washing your way out of the room.
- WASH IT ALL**
Wash every single hard-surface floor, including the laundry room, bathrooms, entryway, and living areas.
- AVOID THE OVERWHELM**
Just choose one area as you get started. Kitchen floor needs a good cleaning? Wash that today. Next week add another room and build on that. Find a method for floor cleaning that is quick and easy for you and stick with it. Even a quick damp dusting can make a big difference in the way floors look and feel! Still feel like you don't have time for floor washing? Get the mop out while you're cleaning up the kitchen after a meal and pair it with that clean up.



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS – this can set the tone for your day!		
CHECK FLOORS – sweep + vacuum only as needed		
WIPE COUNTERS – especially after meals		
CLUTTER – keep it picked up during the day		
LAUNDRY – complete just one load from start to finish		

Friday is catch-all day!



FIRST THINGS FIRST

When is the best time for you to catch up on things today?

- Morning Mid-Day Evening

MY SECRET TO A CLEAN HOME MOST OF THE TIME?

Every single week I incorporate a day to catch up. I believe that this simple mind-shift is one of the secrets to a clean home and that is where the magic of Catch-All Day comes in.

What is Catch-All Day?

Catch-All Day is a day to catch up, get ahead, plan for next week, or relax – it's what you need on any given Friday. Catch-All Day is how I integrate grace into the Clean Mama Routine. If you don't get the bathrooms clean on Monday you KNOW you'll have time on Friday OR you can save them until the next week. Everything will still be waiting for you – think of every day as a fresh start and every week is one too.

WHAT DO YOU WANT YOUR CATCH-ALL DAY TO LOOK LIKE?

Grab some paper + jot down a few things that'll help you get organized for the weekend/week ahead.

TIPS FOR CATCH-ALL DAY

- **CLEAN OUT THE FRIDGE**
One of my favorite little routines is that I empty and wipe out the refrigerator every Friday before grocery shopping. I might not completely clear everything out like this every week but I do clear and wipe off the shelves every single week. What's the point of this? Isn't this extra work? Nope. This makes meal planning and prep easier, it keeps your refrigerator clean, and you know exactly how much food you have, and what you need to shop for.
- **MEAL PLAN + GROCERY SHOP**
I also use Fridays to menu plan and grocery shop. I like going into the weekend with a clean house and a stocked fridge so I can soak up all the family time possible. When I was working outside the home I stopped at the grocery store on my way home, grabbed a rotisserie chicken or store-made pizza for an easy dinner and did my weekly grocery shopping. Now in the days of call-ahead and delivery groceries, that would be a little easier if that's something you can utilize and/or have available
- **COMPLETE THE TASKS**
Depending on the day and week, I use Fridays to get caught up on uncompleted tasks from the week.



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS – this can set the tone for your day!		
CHECK FLOORS – sweep + vacuum only as needed		
WIPE COUNTERS – especially after meals		
CLUTTER – keep it picked up during the day		
LAUNDRY – complete just one load from start to finish		

Saturday is sheets + towels day!



FIRST THINGS FIRST

When is the best time for you to wash the sheets + towels today?

- Morning Mid-Day Evening

WHY DO WE WASH SHEETS + TOWELS ON SATURDAYS?

Because everyone can get involved and we want our kids to know how to change their sheets and it always takes less time when everyone gets involved.

Consistent sheet and towel laundering is what makes this work. I wash sheets and towels on Saturdays and find that all week long the beds are easy to make and it gets even quicker to change the sheets. So simple and easy. I don't change the duvet cover every week but I do change it bi-weekly or every third week as needed.

Want to simplify your laundry routine?

Buy all white sheets and towels. This makes laundry super easy and everything looks fresh and clean!

STREAMLINE SHEETS + TOWELS DAY

- MASTER BEDROOM SHEETS**
We only use fitted sheets in our house, pillow covers and duvet cover (I wash this every 2-3 weeks) – these go in the wash first.
- KIDS' SHEETS**
We don't always wash everyone's sheets weekly – rotate through so you do one or two a week or do all of your beds, it's up to you!
- BATH TOWELS**
Master bathroom, kids bathrooms
- KITCHEN TOWELS**
- CLEANING CLOTHS**
- WRAP IT UP WITH A CLEAN WASHER**
I have a button on the washing machine to clean + sanitize when I'm done for the day.



AND... DON'T FORGET THE DAILY TASKS!

Here's a little checklist for you! Add the time of day that you complete each task so you can see what time of day things are getting done.

TASK	TIME	✓
MAKE BEDS – this can set the tone for your day!		
CHECK FLOORS – sweep + vacuum only as needed		
WIPE COUNTERS – especially after meals		
CLUTTER – keep it picked up during the day		
LAUNDRY – complete just one load from start to finish		



The Rotating Tasks + Monthly Focus

✦ CHECKLISTS ✦

Once you have the Daily Tasks + Weekly Tasks mastered, you will most likely feel like you can add some deep cleaning and organizing to the Clean Mama Routine. That's where the Rotating Tasks (deep cleaning) and Monthly Focus (organizing) come in.

I'm adding these here for you not to overwhelm, but to share the magic of the Routine with you. You'll see that they are organized by Month - if you start adding these in October, go to the October page. Start when you're ready and start with the month you're ready in. If you need more guidance, you also can find the Rotating Tasks and the Monthly Focus in the [Homekeeping Society Subscription](#) and the [Homekeeping Planner](#).

LOOKING FOR MORE TIPS & TRICKS? VISIT CLEANMAMA.COM!

Rotating Tasks

JANUARY - DECEMBER

JANUARY	FEBRUARY	MARCH	APRIL
<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards
<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture
<input type="checkbox"/> Light Fixtures: Whole House	<input type="checkbox"/> Light Fixtures: Kitchen	<input type="checkbox"/> Light Fixtures: Living/Dining	<input type="checkbox"/> Light Fixtures: Bathrooms
<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs
<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture
<input type="checkbox"/> Change Filters	<input type="checkbox"/> Wipe Switches/Phones/Remotes	<input type="checkbox"/> Wipe Switches/Phones/Remotes	<input type="checkbox"/> Wipe Switches/Phones/Remotes
<input type="checkbox"/> Clean Oven	<input type="checkbox"/> Spot Clean Walls	<input type="checkbox"/> Spot Clean Walls	<input type="checkbox"/> Wipe Down Appliances
<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Clean Oven
<input type="checkbox"/> Wash Windows	<input type="checkbox"/> Clean Vents	<input type="checkbox"/>	<input type="checkbox"/>
MAY	JUNE	JULY	AUGUST
<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards
<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture
<input type="checkbox"/> Light Fixtures: Main Bedroom	<input type="checkbox"/> Light Fixtures: Other Bedroom	<input type="checkbox"/> Light Fixtures: Bathrooms	<input type="checkbox"/> Light Fixtures: Living/Dining
<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs
<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture
<input type="checkbox"/> Clean Window Treatments	<input type="checkbox"/> Wipe Switches/Phones/Remotes	<input type="checkbox"/> Clean Oven, Fridge, Freezer	<input type="checkbox"/> Wipe Switches/Phones/Remotes
<input type="checkbox"/> Spot Clean Walls	<input type="checkbox"/> Lamps	<input type="checkbox"/> Dust Ceilings + Corners	<input type="checkbox"/> Spot Clean Walls
<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Wash Windows	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Wipe Down Appliances
<input type="checkbox"/>	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Change Filters	<input type="checkbox"/>
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards	<input type="checkbox"/> Vacuum/Wash Baseboards
<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture	<input type="checkbox"/> Vacuum/Spot Clean Furniture
<input type="checkbox"/> Light Fixtures: Entryway/Mudroom	<input type="checkbox"/> Light Fixtures: Laundry Room/Area	<input type="checkbox"/> Light Fixtures: Living Areas	<input type="checkbox"/> Light Fixtures: Office or Bedrooms
<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs	<input type="checkbox"/> Wash Rugs
<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture	<input type="checkbox"/> Polish Wood Furniture
<input type="checkbox"/> Clean Window Treatments	<input type="checkbox"/> Wipe Switches/Phones/Remotes	<input type="checkbox"/> Dust Ceilings + Corners	<input type="checkbox"/> Wipe Switches/Phones/Remotes
<input type="checkbox"/> Wash/Fluff Pillows + Bedding	<input type="checkbox"/> Clean Oven	<input type="checkbox"/> Spot Clean Walls	<input type="checkbox"/> Clean Window Treatments
<input type="checkbox"/> Rotate/Vacuum Mattresses	<input type="checkbox"/> Vacuum Garage/Basement/Storage	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Lamps
<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Wipe Down Appliances	<input type="checkbox"/> Clean Vents	<input type="checkbox"/> Wipe Down Appliances

Monthly Focus

JANUARY + FEBRUARY

JANUARY: WHOLE HOUSE DECLUTTER
<ul style="list-style-type: none"> ○ DECLUTTER do a whole house quick declutter and gather at least 3 bags of stuff you can get rid of
<ul style="list-style-type: none"> ○ CLEAN SURFACES remove clutter from flat surfaces (counters, dressers, etc.)
<ul style="list-style-type: none"> ○ SORT sort through any existing paper piles that are out on counters or surfaces
<ul style="list-style-type: none"> ○ MAIL deal with your mail situation, come up with a way to sort through it daily so it doesn't pile up
<ul style="list-style-type: none"> ○ KITCHEN declutter counter clutter, cabinets, and drawers
<ul style="list-style-type: none"> ○ BATHROOM(S) declutter counter clutter, toiletries, cabinets, and drawers
<ul style="list-style-type: none"> ○ BEDROOM(S) declutter surfaces, linens, clothing
<ul style="list-style-type: none"> ○ LIVING AREAS declutter toys, storage, and flat surfaces
<ul style="list-style-type: none"> ○ OTHER AREAS declutter attic, basement, garage, and/or storage areas
<ul style="list-style-type: none"> ○

FEBRUARY: THE KITCHEN
<ul style="list-style-type: none"> ○ DECLUTTER completely clear counters and wipe clean
<ul style="list-style-type: none"> ○ CLEAN SURFACES wipe cabinet and drawer fronts
<ul style="list-style-type: none"> ○ DEEP CLEAN clean refrigerator, freezer, and oven
<ul style="list-style-type: none"> ○ FOOD STORAGE clean pantry or food storage area – discard any expired food
<ul style="list-style-type: none"> ○ TOSS + DONATE items that are no longer needed or wanted
<ul style="list-style-type: none"> ○ ORGANIZE group like items together
<ul style="list-style-type: none"> ○ CONTAIN use pretty containers to make food and cooking supplies more attractive
<ul style="list-style-type: none"> ○ LABEL to make locating items easier and to unify the space
<ul style="list-style-type: none"> ○ SCRUB scrub the kitchen sink
<ul style="list-style-type: none"> ○ CLEAN MOST TOUCHED AREAS wipe knobs, doors, handles

Monthly Focus

MARCH + APRIL

MARCH: SPRING CLEANING
<ul style="list-style-type: none"> ○ DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none"> ○ CLEAN SURFACES dust and/or clean all surfaces
<ul style="list-style-type: none"> ○ LIGHT FIXTURES + LAMPS dust and/or clean all light fixtures, lamps, and shades
<ul style="list-style-type: none"> ○ WINDOW TREATMENTS dust and/or launder window treatments and blinds
<ul style="list-style-type: none"> ○ CLEAN + FLUFF rotate/flip mattresses and clean pillows, blankets, and bedding
<ul style="list-style-type: none"> ○ CLEAN FLOORS thoroughly vacuum and wash all floors
<ul style="list-style-type: none"> ○ CLEAN MOST TOUCHED AREAS wipe handles, light switches, knobs, doors, remotes, phones
<ul style="list-style-type: none"> ○ DEEP CLEAN carpeted areas, wash windows, wash doors, wash baseboards
<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> ○

APRIL: THE BATHROOMS
<ul style="list-style-type: none"> ○ DECLUTTER clear bathroom surfaces of any unnecessary items
<ul style="list-style-type: none"> ○ CLEAN clean and wipe all surfaces (counters, toilets, showers, bathtubs)
<ul style="list-style-type: none"> ○ DEEP CLEAN vacuum and wash baseboards and floors
<ul style="list-style-type: none"> ○ WINDOW TREATMENTS dust and/or launder window treatments and blinds
<ul style="list-style-type: none"> ○ CLEAN shower curtains and bath mats
<ul style="list-style-type: none"> ○ CLEAN MOST TOUCHED AREAS wipe handles, light switches, knobs, doors, remotes, phones
<ul style="list-style-type: none"> ○ STOCK UP plan ahead and stock up on toilet paper, tissues, and toiletries
<ul style="list-style-type: none"> ○ PRACTICE take it out, put it away with toiletries and any items on the counters
<ul style="list-style-type: none"> ○ AMBIENCE add something special – fluffy white towels, a candle, etc.
<ul style="list-style-type: none"> ○

Monthly Focus

MAY + JUNE

MAY: GARAGE/BASEMENT
<ul style="list-style-type: none"> <input type="radio"/> DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none"> <input type="radio"/> CLEAN SURFACES dust and/or clean all surfaces
<ul style="list-style-type: none"> <input type="radio"/> SWEEP OR VACUUM clean garage floor
<ul style="list-style-type: none"> <input type="radio"/> ORGANIZE put systems in place that will get your household through the summer
<ul style="list-style-type: none"> <input type="radio"/> WASH VEHICLES wash or take to be washed
<ul style="list-style-type: none"> <input type="radio"/> VACUUM FLOORS thoroughly vacuum and clean vehicle floors
<ul style="list-style-type: none"> <input type="radio"/> CLEAN MOST TOUCHED AREAS wipe handles, light switches, knobs, doors, remotes, phones
<ul style="list-style-type: none"> <input type="radio"/> DEEP CLEAN wash vehicle windows, clean dashboard, empty trunk, etc.
<ul style="list-style-type: none"> <input type="radio"/>
<ul style="list-style-type: none"> <input type="radio"/>

JUNE: THE BEDROOMS
<ul style="list-style-type: none"> <input type="radio"/> DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none"> <input type="radio"/> CLEAN SURFACES dust and/or clean all surfaces
<ul style="list-style-type: none"> <input type="radio"/> EVALUATE what is/isn't working – write it down and plan it out
<ul style="list-style-type: none"> <input type="radio"/> LIGHT FIXTURES + LAMPS dust and clean all light fixtures, lamps, and shades in the bedroom
<ul style="list-style-type: none"> <input type="radio"/> CLEAN + FLUFF pillows, blankets, and bedding
<ul style="list-style-type: none"> <input type="radio"/> FRESH START thoroughly vacuum and/or wash floors
<ul style="list-style-type: none"> <input type="radio"/> PREPARE add items to encourage calm and relaxation – make sure the bedside table(s) are cleaned off, add a book that's been on your list to read
<ul style="list-style-type: none"> <input type="radio"/>
<ul style="list-style-type: none"> <input type="radio"/>
<ul style="list-style-type: none"> <input type="radio"/>

Monthly Focus

JULY + AUGUST

JULY: ORGANIZING SYSTEMS
<ul style="list-style-type: none">○ DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none">○ EVALUATE look at methods and systems already in place
<ul style="list-style-type: none">○ FIND 3 TROUBLE SPOTS write them down and commit to taking care of them
<ul style="list-style-type: none">○ SOMETHING NEW choose a new method or way of doing something to simplify your life
<ul style="list-style-type: none">○ PERSPECTIVE ask a friend for ideas or take pictures to see it in a new light
<ul style="list-style-type: none">○ SUPPLIES shop the house for supplies to put your new systems in place
<ul style="list-style-type: none">○ SET UP YOUR SYSTEMS show family members how to implement
<ul style="list-style-type: none">○ ADD ON once the first system is in place and working, add the next one
<ul style="list-style-type: none">○
<ul style="list-style-type: none">○

AUGUST: THE CLOSETS
<ul style="list-style-type: none">○ DECLUTTER completely empty and clean the space
<ul style="list-style-type: none">○ CLEAN SURFACES clean and wipe shelves and wash/vacuum the floor
<ul style="list-style-type: none">○ EVALUATE what is/isn't working – write it down and plan it out
<ul style="list-style-type: none">○ TOSS + DONATE items that are no longer needed, wanted, or don't fit
<ul style="list-style-type: none">○ ORGANIZE group like items together
<ul style="list-style-type: none">○ LABEL to make locating items easier and more uniform
<ul style="list-style-type: none">○ PRACTICE take it out, put it away – keep it neat and tidy going forward
<ul style="list-style-type: none">○
<ul style="list-style-type: none">○
<ul style="list-style-type: none">○

Monthly Focus

SEPTEMBER + OCTOBER

SEPTEMBER: ENTRYWAY/MUDROOM
<ul style="list-style-type: none"> ○ DECLUTTER completely empty and clean the entryway (coat closet, bench, etc.)
<ul style="list-style-type: none"> ○ CLEAN clean and wipe shelves and wash/vacuum the floor and outside entry area
<ul style="list-style-type: none"> ○ EVALUATE what is/isn't working – add storage and make sure you have a place to hang guests' coats
<ul style="list-style-type: none"> ○ ORGANIZE + CONTAIN group like items together
<ul style="list-style-type: none"> ○ PRACTICE take it out, put it away
<ul style="list-style-type: none"> ○ SLIPPER BASKET if you want to make your guests feel especially comfortable and keep shoes at the door, add a basket with socks or slippers for them to slip on upon arrival
<ul style="list-style-type: none"> ○ GARMENT CARE KIT keep a lint roller, sweater shaver, and any garment care items in a basket for any clothing mishaps
<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> ○

OCTOBER: LAUNDRY ROOM/AREA
<ul style="list-style-type: none"> ○ DECLUTTER clear laundry room or laundry area of unnecessary items
<ul style="list-style-type: none"> ○ CLEAN clean and wipe any shelves or drawers
<ul style="list-style-type: none"> ○ DEEP CLEAN washer and dryer
<ul style="list-style-type: none"> ○ EVALUATE what is/isn't working
<ul style="list-style-type: none"> ○ TOSS + DONATE items that are no longer needed or wanted
<ul style="list-style-type: none"> ○ ORGANIZE group like items together
<ul style="list-style-type: none"> ○ CONTAIN use pretty containers to make supplies more attractive
<ul style="list-style-type: none"> ○ LABEL to make locating items easier and to unify the space
<ul style="list-style-type: none"> ○ PRACTICE take it out, put it away and do a load of laundry every day to keep it manageable
<ul style="list-style-type: none"> ○

Monthly Focus

NOVEMBER + DECEMBER

NOVEMBER: LIVING AREAS
<ul style="list-style-type: none"> ○ DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none"> ○ CLEAN SURFACES dust and/or clean all surfaces
<ul style="list-style-type: none"> ○ LIGHT FIXTURES + LAMPS dust and clean all light fixtures, lamps, and shades in living areas
<ul style="list-style-type: none"> ○ WINDOW TREATMENTS dust and/or launder window treatments and blinds
<ul style="list-style-type: none"> ○ CLEAN + FLUFF pillows, blankets, and cushions
<ul style="list-style-type: none"> ○ FRESH START thoroughly vacuum and wash floors if necessary
<ul style="list-style-type: none"> ○ CLEAN MOST TOUCHED AREAS wipe handles, light switches, knobs, doors, remotes, phones
<ul style="list-style-type: none"> ○ PREPARE add items to encourage family time + relaxation – games, books, pillows, a candle, etc.
<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> ○

DECEMBER: OFFICE/PAPERWORK
<ul style="list-style-type: none"> ○ DECLUTTER clear surfaces and lose anything you don't use or love
<ul style="list-style-type: none"> ○ EVALUATE look at methods and systems already in place
<ul style="list-style-type: none"> ○ FIND 3 TROUBLE SPOTS write them down and commit to taking care of them
<ul style="list-style-type: none"> ○ SOMETHING NEW choose a new method or way of doing something to simplify your paper
<ul style="list-style-type: none"> ○ SHRED, SHRED, SHRED shred those documents that you no longer need
<ul style="list-style-type: none"> ○ SUPPLIES shop the house for supplies to put your new systems in place
<ul style="list-style-type: none"> ○ SET UP YOUR SYSTEMS whether it's a new filing system or an attempt to go paperless, get something in place that will free you up from handling paper
<ul style="list-style-type: none"> ○ ADD ON once the first system is in place and working, add the next one
<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> ○



Checklists + Trackers

‡ YOU GOT THIS ‡

Now that you're getting a handle on the Clean Mama Routine and building some consistency, you might find that you need a checklist or two to add some customizations and tweaks to fit your schedule. Choose a checklist or two or three and take a couple minutes to think through some changes or adjustments you can make.

Use the Daily Routine page to block out your day in just three parts - this can also be helpful just to see what things you can reset around these natural markers in the day. If you need help coming up with TIME to actually get a little cleaning done, use the time tracker to block out your day and see where you might find a couple extra minutes.

LOOKING FOR MORE TIPS & TRICKS? VISIT CLEANMAMA.COM!

Peek at the Week

week of: _____

MONDAY
TUESDAY
WEDNESDAY
THURSDAY
FRIDAY
SATURDAY
SUNDAY

Weekly Planner

week of: _____

TO-DO	✓

ON THE MENU
M
T
W
T
F
S
S

MONDAY	TUESDAY
BATHROOMS	DUST HOUSE
<input type="checkbox"/> make beds	<input type="checkbox"/> make beds
<input type="checkbox"/> check floors	<input type="checkbox"/> check floors
<input type="checkbox"/> wipe counters	<input type="checkbox"/> wipe counters
<input type="checkbox"/> clutter	<input type="checkbox"/> clutter
<input type="checkbox"/> laundry	<input type="checkbox"/> laundry
WEDNESDAY	THURSDAY
VACUUM	WASH FLOORS
<input type="checkbox"/> make beds	<input type="checkbox"/> make beds
<input type="checkbox"/> check floors	<input type="checkbox"/> check floors
<input type="checkbox"/> wipe counters	<input type="checkbox"/> wipe counters
<input type="checkbox"/> clutter	<input type="checkbox"/> clutter
<input type="checkbox"/> laundry	<input type="checkbox"/> laundry
FRIDAY	SATURDAY
CATCH-ALL DAY	SHEETS & TOWELS
<input type="checkbox"/> make beds	<input type="checkbox"/> make beds
<input type="checkbox"/> check floors	<input type="checkbox"/> check floors
<input type="checkbox"/> wipe counters	<input type="checkbox"/> wipe counters
<input type="checkbox"/> clutter	<input type="checkbox"/> clutter
<input type="checkbox"/> laundry	<input type="checkbox"/> laundry
SUNDAY	OTHER
REST & RELAX	YOU GOT THIS!
<input type="checkbox"/> make beds	<input type="checkbox"/>
<input type="checkbox"/> check floors	<input type="checkbox"/>
<input type="checkbox"/> wipe counters	<input type="checkbox"/>
<input type="checkbox"/> clutter	<input type="checkbox"/>
<input type="checkbox"/> laundry	<input type="checkbox"/>

Monthly Planner

month: _____

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

NOTES: _____

Daily Routine

date: _____

Think of your day in 3-parts...

Jot down some things that you'd like to get done in these time-frames. Even if you're only home in the morning and evening, use this page to map out this part of the day. Want to use the morning to start a load of laundry before work? Write that down. Are evenings your wind-down time? Write that down here too.

MORNING

MID-DAY

EVENING

Time Tracker

date: _____

 TASK	
6:00 am	
6:30 am	
7:00 am	
7:30 am	
8:00 am	
8:30 am	
9:00 am	
9:30 am	
10:00 am	
10:30 am	
11:00 am	
11:30 am	
12:00 pm	
12:30 pm	
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1:30 pm	
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3:00 pm	
3:30 pm	
4:00 pm	
4:30 pm	
5:00 pm	
5:30 pm	
6:00 pm	
6:30 pm	
7:00 pm	
7:30 pm	
8:00 pm	
8:30 pm	
9:00 pm	

Resources

Getting started can feel overwhelming but the Clean Mama Routine will make your home run smoothly and take the guesswork out of what to clean and when to clean it.

Trust the process, start slow and remember that every day is a chance to start over! Here are some helpful links to help you get started...



FREE PRINTABLES Use the password clean-mama to access! [Go to the Free Printables Page](#)



CLEANING ROUTINE HACKS Perfect for when you don't have time to clean. [Read the Post](#)



THE CLEANING ROUTINE FOR ANY SCHEDULE It's manageable + realistic! [Read the Post](#)



FEELING OVERWHELMED? Try a 5-Minute Fix! [Read the Post](#)



I LOVE MAKING MY OWN CLEANERS Check out my DIY Homemade Cleaners! [See the Recipes](#)



PRODUCTS THAT MAKE CLEANING FUN! Paper goods, cleaning and laundry products, essential oils, cloths and towels, printables, and more! [Shop Clean Mama](#)



MY FAVORITE CLEANING SUPPLIES Listed out for each day of the week! [See My Favorites](#)



MY AMAZON FAVORITES Sorted for you by category. [Shop My Amazon Favorites](#)