

How to: Speedclean

- The term *Speed Cleaning* was coined in a book of the same name by Shannon Lush and Jennifer Fleming. Page 5 reads “The approach can be summed up in one word – systems. Having systems in place will mean your house will run more smoothly and efficiently. The best news is that with some organisation and 15 minutes a day, you can transform your cleaning routine!”
- The idea is that rather than spend your whole weekend cleaning, you allocate a different room to clean each day for 15 minutes.
- For example: Monday – Lounge, Tuesday – Bedrooms, Wednesday Bathroom and so on.
- You will find cleaning (eg, the shower) much easier if it is done weekly.
- You will also find you are more likely to do the cleaning if it is regularly on the calendar in small 15 minute segments. You can get on with the job without thinking, or deciding when you will do it (or decide not to do it!). One less decision to be made each week.
- One tiny downside with this method is you don’t get that fuzzy feeling of having the whole house clean at the same time. However, I find this fuzzy feeling only seems to last 10 minutes before something is out of place or someone has spilt something! Alternatively, if you still wanted this fuzzy feeling each Saturday morning, the job would be much easier if you had been speed cleaning during the week.
- The below checklist includes the **very basics** of the Speed Cleaning book
- If you want to read more including putting together a cleaning kit and exactly what to clean and when and with what, go ahead and find yourself a copy.

Front Door

Weekly Speedclean:

1. Sweep inside and out of front entrance
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Shake welcome mat
5. Wipe down any furniture including hall stand – putting away items that don’t belong
6. Water and deadhead plants
7. Put away cleaning equipment

Office/Spare Room

Weekly Speedclean:

1. Use your clutter bucket to collect items that don’t belong in that room
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Wipe down any furniture including desk
5. Water and deadhead plants
6. Vacuum/Sweep floors
7. Empty clutter bucket
8. Put away cleaning equipment

Lounge /Dining Room

Everyday:

1. Put away projects
2. Collect crumbs
3. Put dishes in dishwasher

Weekly Speedclean:

1. Use your clutter bucket to collect items that don't belong in that room
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Shake mat
5. Wipe down any furniture including tables and coffee tables
6. Water and deadhead plants
7. Vacuum/Sweep floors
8. Empty clutter bucket
9. Put away cleaning equipment

Kitchen

Every Day:

1. Pack and unpack dishwasher
2. Wipe down benches
3. Wipe out sink
4. Wipe microwave and oven after use

Weekly Speedclean:

1. Use your clutter bucket to collect items that don't belong in that room
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Shake mat
5. Wipe down any furniture including tables and coffee tables
6. Vacuum/Sweep floors
7. Empty clutter bucket
8. Put away cleaning equipment
9. Fridge – wipe out shelves before you go shopping when there are less items

Bedroom

Every Day:

1. Make the bed each morning
2. Put clothes away (laundry hamper or rehang) as soon as you take them off
3. Put shoes, jewellery and accessories away

Weekly Speedclean:

1. Use your clutter bucket to collect items that don't belong in that room
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Take everything off bedside tables and dust surface
5. Vacuum/Sweep floors
6. Empty clutter bucket
7. Put away cleaning equipment

Bathroom

Every Day:

1. Clean toilet (and check for toilet paper)
2. Wipe down benches
3. Wipe out sink
4. Use squeegee on shower glass
5. Put things away

Weekly Speedclean:

1. Use your clutter bucket to collect items that don't belong in that room
2. Wipe windowsills and light fittings
3. Sweep cobwebs
4. Shake bath mat
5. Clean shower and bath
6. Vacuum/Sweep and wash floors
7. Empty clutter bucket
8. Put away cleaning equipment

**A clutter bucket is any kind of handled bucket used to transport items from one room to another.
Select whichever size suits you best.