

STAIRWAY / HALLWAY

IMPORTANT REMINDER FOR EACH ROOM/AREA YOU DECLUTTER/CLEAN... If you haven't needed it, worn it, looked at it, or used it in a year (6 months if you really want to be ruthless) than GET RID OF IT! Quit keeping them *INCASE*... Jesus may come back before you use them, so bless someone else and give them away!

Before beginning, make sure you have a:

- "KEEP" box (to go through after you're done with the room)
- "THROW" bag
- "BLESS" bag (for garage sale or to give away)

Keep those words in mind while you're cleaning/de-cluttering/organizing each room! "Keep, Throw, Bless"... MEMORIZE THEM... TAKE THEM TO HEART... THEY ARE YOUR FRIEND! (Tee hee...)

To make sure you have as little interruption as possible, the following ideas are helpful as well:

- have your phone in your cleaning kit (so it doesn't get lost) or let the answering machine get it (which is what I would suggest so you don't get stuck talking on the phone!)
- have water to drink (you could have little water bottles for the kids too if they're helping)
- music to get ya movin'
- your organizer with the "To Do" List filled out so you can be checking things off as you go

Okay... after you've done that, it's time to get cleaning! The following is a list of ideas that might help in cleaning your stairway and/or hallway:

- Begin by taking a picture of the area before you get going... seriously... TAKE A PICTURE! This will be evidence... um, I mean, this will be an encouragement when you're done and you see what you've accomplished!
- Start at one end and work your way through. Begin the "bulldozing" process, top to bottom (or whatever method you choose... the bulldozing process is simply moving through the area like a bulldozer... starting at the top and working your way to the floor in continually moving out of the area, putting things in the designated Keep, Throw, Bless boxes/bags).
- Get any cobwebs or dust bunnies off the ceiling, ceiling fan, or light fixtures. This might be the time you decide to wash the light fixtures as well. (Bugs are NOT supposed to be in there by the way... did I just reveal something?...)
- If you have any windows in either area, then take care of those. Begin by washing any window coverings. Take them to the washing machine if so and get that load going while you continue to clean. (*Note: MAKE SURE THAT YOUR CURTAINS/DRAPERY IS WASHABLE! The first time I did mine, they shrunk about an inch!*) If you have blinds, what do they look like? Taking them down and washing them either outside or in the tub is an easy way to get them clean. They can just sit in there and soak. A sponge should get them clean by just wiping. Don't forget to rinse them.
- While you have your window treatments down, wash those windows and window sills (trim work).

- If you have a closet in your hallway, be sure to clean it out.
 - Does your closet seem to be in a constant state of chaos? Would some cubbies help to keep things in?
 - Do you have a top shelf in there that everything gets thrown onto? You might want to invest in a couple of little totes to put things in as well. Baskets and bins help things stay more organized and do wonders for appearance!
 - Do you have brooms or a vacuum in there? Would some nails or hooks to hang your broom/mop on help preventing clutter in there?
 - Make sure you sweep out/ vacuum your closet out.
- Do the walls need any touch up paint or washing? How 'bout the switch plates? (These areas usually need some help with little hands!)
- Do you have any wall hangings/mirrors there? Take care of them as well.
- Wipe/wash the trim work (baseboards) off (a great job for the kids!).
- For a stairway, clean the handrail, and don't forget to take a look at the door. Does it need cleaning, touch up paint, or a whole new coat of paint?
- Finish by vacuuming or washing the floor.
- Once you've finished these areas, take your "KEEP, THROW, BLESS" bags and boxes out. This is important! Put the garbage one in the garbage... DO NOT leave it by the door for later... DO IT NOW! If you're going to give the "Bless" bag to charity, or something similar, then put it in the vehicle RIGHT NOW! If you plan on having a garage sale, then take it to the garage, and put the "Keep" box in a place where you will go through soon (while watching TV is a great time to do this, or in the evening while the kids are in bed... put some music in and spend time with the Lord talking about the day). Don't forget to take the seasonal bag out as well and put where it belongs.
- Take an "after" picture!
- Step back and pat yourself on the back! Great job! "X" it out on the "**Clean Heart, Clean Home Challenge" At A Glance Calendar!**