

Keeping Your Home Clean and Safe 400secleoning 101

Spiectives

After studying this chapter, you will be able to

- plan a cleaning schedule for your family or yourself.
- help choose, organize, and use cleaning supplies that are appropriate for your home.
- describe ways to make your home safe.
- practice resource conservation in your home.

Words to Know

cleaning schedule
cleaning agent
loose dirt
adhesive dirt
disinfectant cleaner
conserve
pollution

Have you ever walked into a newly cleaned from and noticed a fresh scent? Knowing a from was just cleaned can make you feel calm refreshed. Keeping your home neat and fean can help you feel comfortable in your home. It can also keep you safe from germs, jests, and falls.

Another part of caring for your home is using resources wisely. This helps keep the costs myolved in the upkeep of your home lower.

Families need to work together to care for their homes. You can help by doing your share. Learning about cleaning, safety, and conserving resources can help you do a good job.

A Cleaning Schedule

Most people do not want to spend all their time cleaning. However, much work and cooperation is needed to keep a home clean. You can get work done more efficiently by setting family cleaning standards and using a cleaning schedule. Once you do, your family will find working together to clean more pleasant.

A *cleaning schedule* is a plan for organizing work. You can make a schedule by listing the cleaning tasks needed in your home. You should also note how often the tasks should be done. Tasks might be grouped as routine (or daily), weekly, and occasional.

What It Means to Be Clean

Before you write your schedule, your family needs to agree on cleaning standards. What is clean and neat to one person may not be to another person. There are minimum standards people should meet to keep their home safe and sanitary. (A sanitary home is clean enough to prevent diseases or other health problems.) Beyond that, standards can vary quite a bit.

Some people need to have everything in place and spotless most of the time. Having things so clean gives them a sense of order. Others are not bothered by clutter and dust. They are more interested in hobbies and

activities, 37-1. Your cleaning standards probably fall somewhere between these two standards.

All members of one family seldom have the same cleaning standards. You may not feel the same way a brother or sister does about hanging up your clothes. One of you might have no problem laying your clothes in a pile in your room. The other might feel more comfortable when clothes are neatly hung and out of sight.

Families need to define standards that are agreeable to the whole family. Especially in shared parts of the home, members may need to raise or lower their standards a little. For instance, your mother might prefer not to have people eat in the living room because they might spill food on the carpet. You might want to take snacks in any time. You could agree to use plates, napkins, and trays when eating in the living room. You could also agree to remove dirty dishes as soon as you're done. Snacking in



37-1 This young man is comfortable using his room to display his personal collections and hobbies. Others would need to straighten up right away.

Discuss: How does it make you feel to enter a messy room? What safety concerns might you have?

Resource: My Personal Journal, reproducible master 37-1, TR.

Activity: Prepare a family cleaning schedule with your family. Try using the schedule for a week. Then evaluate the schedule and make any revisions. Report to the class how the schedule worked.

the living room might mean a little more work for you. However, your mother might find the agreement more acceptable.

Setting family cleaning standards helps avoid frustration and arguments about cleaning. It also creates a feeling of cooperation among family members. You can all work together to make your home more pleasant for everyone in the family.

Groups of Cleaning Jobs

Routine jobs are done every day as a part of your regular activities. Washing dishes and making your bed are examples of routine jobs. Routine cleaning helps prevent clutter and dirt from accumulating. It makes bigger cleaning jobs go more quickly and easily.

Weekly jobs might include dusting and vacuuming. Giving the bathroom and kitchen thorough cleanings are often weekly jobs as well. People often need to set aside a few hours for weekly jobs.

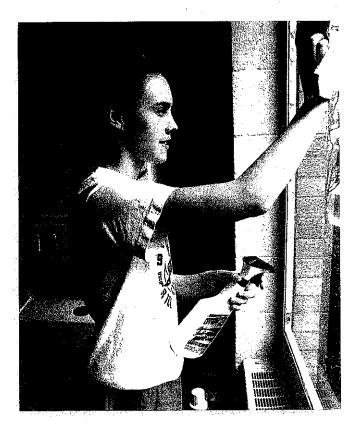
Occasional jobs might be done every few months or once or twice a year. These jobs might include washing windows and walls and cleaning out closets, 37-2. Although they are not done often, they can take much time and work to do. Some families may set aside a day for doing some of these jobs.

The Household Schedule

Family members feel better about household cleaning when work is shared. Each member can do his or her part to keep the home clean. To organize family cleaning jobs, families can use a household cleaning schedule. The whole family should help plan the schedule. The schedule does not have to be written. However, a written schedule provides a checklist to be sure all work is done.

Assigning Jobs

In many families, each person takes care of his or her personal space, but cleaning jobs in group areas are shared. Group areas could include the kitchen, dining room, living room,



37-2 Washing windows is an occasional cleaning job in most homes.

family room, bathroom, and yard. Families need to decide how to divide the jobs needed to clean these areas. They need to consider many factors as they assign jobs.

Family members have different likes and dislikes. One person might not mind washing the dishes. However, the same person may dislike mopping floors. When family members are given jobs they like, they are more enthusiastic about doing the jobs.

There are some cleaning jobs that no one likes. Some jobs also take longer. With time, family members may resent doing unwanted jobs. To solve these problems, some families rotate jobs. For example, a different family member cleans the bathroom each week. Other jobs are switched from week to week as well. Families may choose to rotate all jobs or only the most unpopular ones.

Ability also needs to be considered when assigning jobs. The vacuum cleaner may be too

eavy for a six-year-old. In most cases, though, factice is all that is needed to improve ability do a job.

Families also need to consider the schedules feach family member. If you have softball pactice after dinner three nights a week, doing mer cleanup on those nights wouldn't make lense. You might need to do more jobs on the weekend instead.

Working Together

Most people don't find cleaning very fun. When you work with others, however, the jobs an seem less boring and tiring. Cleaning time may even become a time for you to talk with amily members and become closer.

Cleaning together is more enjoyable when people have positive, helpful attitudes. Arguing bout how and what to clean only makes the work go slower. You can also work together by exchanging jobs.

Sometimes keeping a good attitude is more important than getting the work done in the quickest, best way. Your three-year-old brother might want to help you vacuum. You may need to let him hold the handle and move a little more slowly. However, you will help your brother feel good about himself and about cleaning.

Your Personal Schedule

Families may share cleaning jobs in group areas, but you probably need to keep your own space clean. A personal cleaning schedule can help you do this.

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Cody's friends invited him to the movies on the night he was supposed to do the dishes.

Cody asked his mom to do the dishes for him sinstead. In exchange, he offered to mop the kitchen floor for her on Saturday.

You will probably need to schedule only 10 to 15 minutes a day for routine cleaning. If you are a morning person, you may prefer to do a little cleaning right after you get up. If you move slowly in the morning, you might take some time right after school or before you go to bed. You could also divide your cleaning jobs. You could make your bed in the morning and straighten your desk after school.

Weekly jobs may take a little more time. However, you do not need to schedule all these jobs for the weekend. You could vacuum on Wednesday afternoon and dust on Thursday morning.

Using a written schedule and checking off jobs as you do them can be helpful. Keeping your schedule will help you develop lifelong cleaning habits.

Getting Ready to

Having the right supplies on hand makes cleaning much easier. Cleaning supplies include cleaning agents and equipment, 37-3. Once you have the right supplies, you need to keep them organized. This also saves time and effort as you work.

Cleaning Agents

Cleaning agents are the chemicals you use to clean household surfaces. The number of cleaning agents on the market today is amazing. You may find it hard to decide which products you need and which work best.

Cleaning is possible with a minimum of cleaning agents. Water with a mild detergent is a good, inexpensive cleaning product. It dissolves many kinds of dirt. You might prefer agents designed for special uses. For instance, glass cleaner cleans glass without leaving streaks as detergent and water might.

The best way to find out about products is to try them. If you like or dislike a product, tell the family member who buys the cleaning

Discuss: In what ways can you make cleaning more fun (for instance, playing your favorite music while cleaning can make the job seem to go faster)?

Reflect: About how long do you spend cleaning your room each week? Do you schedule enough time? How might a written schedule be helpful? Resource: Cleaning Agents and Equipment, Activity A, SAG. Resource: Comparing Cleaning Products, Activity B, SAG.

restant Massacrib Linking

benvercant. I just started doing cleaning chores for an elderly lady who lives in my neighborhood. She has cupboards full of different cleaning supplies. Which ones should I be using? How do I know which are best?

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The following items could be part of your leaning supplies:

- broom and dustpan
- vacuum cleaner
- dust mop
- wet mop
- clean cloths
- sponges

After use, equipment should be cleaned or repaired if needed. This prevents problems as you begin your next cleaning job. If you clean with a used cloth, for instance, you may end up mixing cleaning agents that have soaked into the cloth. You also may spread dirt from the used cloth onto the surface you are trying to clean.

Organizing Cleaning Supplies

Cleaning is easier when your supplies are nearby and easy to find. Having one neat storage area helps keep supplies organized. A cleaning caddy or kit also is helpful, 37-4. You can carry the caddy with you as you clean.

Almost any sturdy container with handles can be used as a caddy. A basket, bucket, or strong cardboard box would work. The container should be large enough to hold all your cleaning supplies. Of course, it would not hold larger items such as a broom. Keep the caddy in a convenient place where all family members can find it.

Your caddy is most useful when it is kept in order. Products that are empty or worn need to be replaced. Be sure to tell the family member who will be shopping when new items are needed. Also, return the caddy to its storage place when you are finished using it. These steps will make cleaning easier for the next person.

Doing the Cleaning

Once you are organized, you are ready to get to work. Each cleaning job is a little bit different. There are different kinds of dirt.



37-4 A cleaning caddy helps you keep your supplies close at hand while you clean.

Basic Cleaning Supplies			
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37-3 Having the right cleaning supplies makes cleaning easier.

products. You can continue to use products you like. You can try new products to replace those you don't like.

Using Products Safely

Most cleaning agents are harmless if they are used properly. However, using a product in the wrong way can be hazardous. You could damage your health, or you could damage the object you are cleaning.

The best way to use products safely is to follow the manufacturer's directions. These directions are written on product labels and should not be removed. They tell you where and how to use the product. They may also warn of possible hazards from using the product incorrectly. They may even tell how to treat accidental poisonings caused by the product.

Cleaning Equipment

Having the right cleaning equipment makes cleaning jobs easier. Most equipment can be used for more than one job. Therefore, only a few basic items are needed.

There are different types of surfaces in different rooms. Learning about these differences can make cleaning easier throughout the home.

Dealing with Dirt

One of the main purposes of cleaning is to get rid of dirt. Dirt causes surfaces to look aged and worn. Dirt may also carry germs. Not all dirt is the same. Different cleaning methods are needed to get rid of different types of dirt. The two main types of dirt are loose dirt and adhesive dirt.

Loose Dirt

Dust and crumbs are examples of *loose dirt*. Loose dirt is dry. It is not bound to a surface. Some loose dirt is carried in the air and settles on surfaces. Other loose dirt is left by people and pets.

Very little moisture is needed to remove loose dirt. The equipment used to remove loose dirt includes brooms, vacuum cleaners, dust mops, and cloths. Some cleaning agents help pick up loose dirt. These include furniture polish, mild spray cleaners, and mild detergent solutions.

If you are cleaning a lot of loose dirt, try to pick up as much as possible with a dry method. You might sweep most of the dirt into a dustpan. When you have removed as much as possible, a slightly damp cloth can be used to pick up the rest.

Adhesive Dirt

Adhesive dirt sticks to surfaces. In most cases, it is harder to remove than loose dirt. Food and drinks are the most common sources of adhesive dirt. As these items stay on a surface, they dry and become stuck. The best way to clean this kind of dirt is to wipe it up while it is still wet. Once it dries, mild detergent and water can be used. You may need to scrub to get the dirt up. A scrubbing pad or brush may help. See 37-5.

Oily dirt is a type of adhesive dirt that is especially hard to clean. It is often left from foods, cosmetics, and oil-based chemicals. Some

oily dirt results from spills. Other oily dirt results from frying foods, which causes oil to settle on surfaces throughout the kitchen.

Mild detergent and water is not always strong enough to break up oil or grease. However, there are many cleaning products designed to dissolve oily dirt. You can remove oily dirt much more easily using one of these products.

The Right Job for the Surface

The method you use to clean depends on the object you are cleaning. For instance, you would not clean a bathtub in the same way you would clean a coffee table.

Different types of cleaning supplies and methods work best on different surfaces. If you use the right cleaner and method, you get good results with less work. Using the wrong cleaner or method can waste time and effort. The finished job may not look as nice. You may even damage a surface. Some tips for cleaning different surfaces are given in 37-6.



37-5 Food spills should be cleaned as soon as possible.

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37-6 Different cleaning methods should be used for different types of surfaces.

Surfaces	Supplies	Methods
Bath Fixtures Porcelain	.:Cieân cloth	Follow directions on cleaning product. Dampen cloth and surface before using dry
	Dry or spray all-purpose cleaner	cleaner. For toilet bowl, use brush to scrub stains and area under the rim,
	Toilet brush Toilet bowl cleaner	Follow directions on cleaning product
Fiberglass	Clean, soft cloth Nonabrasive cleaner	Fiperglass tixtures scratch easily, so do not use abrasive cleaning pads or products:
Nonwood Furniture Upholstered - furniture	Vacuum cleaner Vacuum cleaner	Use appropriate attachments to dust and clean fabric on furniture.
CAPT (SARE) PROBLEM (SALE) PROBLEM (SALE) PROBLEM (SALE)	attachments Glean cloth	Using clean cloth, follow directions on cleaner Wipe in one direction to prevent streaking.
Vinyl:furniture	Polish cleaning product	Moisten sponge with mild detergent solution. Wipe away loose dirt; scrub away adhesive
Finished counter tops	Sponge Mild detergent Water	dift. Rinse if necessary.
Woodwork	Section 1	Moisten clean cloth with mild detergent solution. Wipe cabinet to remove surface
Wood cabinets	Olean cloth Mild detergent	dirt and dust. A wood cleaning product may also be used according to label directions. If
	Water Wood cleaning product Polish	capinets have been polished or waxed before polish or wax again as directed.
197.00 100 100 1	Wax	With clean cloth, use wood cleaning product as directed. If furniture has been polished or
Wood Furniture	Clean cloth Wood cleaning product Polish	waxed before, polish or wax again as directed
	Wax	Moisten cloth or sponge with mild detergent solution. Wipe a small area to prevent
Wood-painted: surfaces	Moistened cloth Sponge Mild detergent	softening or damaging the paint. Using a clean cloth and a wood cleaning product designed for painted surfaces is also effective
Personal Communication of the	Water Clean cloth	Social Control Salves S
	Wood cleaning product	Strategy of the second

Cleaning Room by Room

Each room in your home is a little different from the others. Rooms are used in different ways, so they tend to get dirty in different ways. They also have different surfaces that need cleaning. You may not want to use the same techniques in each area. Considering your methods for each room can help make the most of your time and effort. Before you start cleaning a room, think about the following questions:

- What kinds of surfaces are in the room?
- What kinds of dirt are there?
- What supplies are needed for cleaning these surfaces and kinds of dirt?
- What are the easiest and hardest jobs?

Once you answer these questions, you will know what supplies to gather. You will also have an idea of the order in which to clean items. Many people like to do the hardest jobs first. They get tired as they work, but the tasks get easier. You may prefer to do the easiest jobs first, or you might mix the easy and hard jobs.

When thinking about cleaning order, you might also consider location of items. Many people like to clean a room from top to bottom. For instance, you might dust tables before sweeping floors. This keeps dirt from the table from falling onto the clean floor.

Some rooms do not require much planning or hard work. You may only need to straighten, dust, and vacuum. You may need to give more thought to some other rooms. Some special cleaning tips for bathrooms, kitchens, and bedrooms may help.

Bathrooms

Family members use the bathroom to keep themselves clean. Therefore, keeping the bathroom sanitary is a big cleaning concern. Even if you are not sick, you leave germs behind after you wash up. Also, because much water is used in the bathroom, mold and mildew tend to grow on bathroom surfaces.

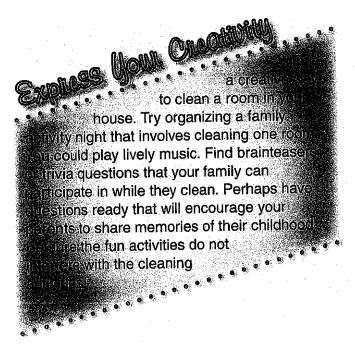
The best policy on keeping the bathroom sanitary is to have family members clean up after themselves. This means rinsing the tub

and sink as soon as you finish using them. It also means hanging up wet towels and washcloths. Such jobs keep germs and mildew from growing on bathroom surfaces.

About once a week, though, the bathroom needs a thorough cleaning. Many fixtures in the bathroom are made of smooth materials such as porcelain. Using abrasive cleaners on these surfaces can scratch or dull them. A *disinfectant cleaner* that is safe for bathroom surfaces should be used. These cleaners kill germs as well as make the bathroom look clean. The same disinfectant cleaner can be used to clean the toilet bowl. However, you may prefer to use a special toilet bowl cleaner. A long-handled bowl brush also makes this job easier, 37-7.



37-7 A squeegee is a useful tool for cleaning shower doors.



Kitchens

Since food is prepared in the kitchen, you need to keep this room sanitary as well. Adhesive dirt is also a big cleaning concern in the kitchen. As you have read, foods and cooking oil are common sources of adhesive dirt.

Cleaning spills and messes as they are made is important, but a good weekly cleaning is also recommended. A good grease-dissolving cleaner is needed to remove oily dirt.

Surfaces where food is prepared need special attention. You should use a disinfectant cleaner so germs are not transferred to foods. However, cleaners can also be transferred to foods. Some cleaners are harmful if eaten, even in small amounts. Check labels to see how safe a cleaner is. Be sure to wipe any strong cleaners that might be harmful off surfaces.

Bedrooms

Clutter is probably your main concern in cleaning your bedroom. When your belongings are kept in order, you can find them easily. They are kept in better condition. You do not risk tripping over or stepping on items that are out of place.

The best way to avoid clutter is to put items away properly as soon as you are done with them. You may feel it is easier to throw items in

a pile and deal with them later. If you let piles gather, though, you might need a few hours to put everything in place.

You might need a few tricks to help you keep items straightened. You could put a coat rack in your room to hang clothes on. You might also keep a laundry basket or hamper for dirty clothes. You could keep colorful storage units along your wall. These would encourage you to put items away rather than leave them on the floor. Once you deal with the clutter, other cleaning can be done easily.

Safety in the Home

Your home needs to be safe for all members of your family. Keeping your home clean is one way to help prevent accidents. Simple planning can help you reduce the dangers of falls, electrical hazards, and fires in your home, 37-8.

Check your home for places a fall might be likely. Leaving objects in stairways and hallways could cause a fall, so keep these areas free from clutter. Also make sure hallways and bathrooms are well lit.

Be aware of problems that arise from electrical accidents, 37-9. Make sure cords and wires are not placed where people could trip on them. Also be sure cords are not cracked or frayed; these could cause a fire. Be sure to unplug any electrical appliance when it is not in use.

You can take many steps to help prevent fires in your home. Never leave matches where children can reach them. Don't leave oily rags or other flammable materials laying around. Keep them in covered metal containers. Make sure your home has smoke detectors as well as a fire extinguisher.

Talk with your family and plan at least two ways to escape from your home in an emergency. Always plan two exits in case one is blocked. Decide where your family will meet once they evacuate the house. If everyone meets in one place, you can make sure all family members have escaped.

s: What tricks have you found effective in keeping your room

Resource: The Safe Home, transparency master 37-2, TR.

Resource: Protecting Your Home from Fire, Activity D, SAG.

The Safe Home

Preventing Falls

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37-8 By studying and practicing these measures, you can help keep your home safe.



NEVER mix electricity and water. If you touch a source of electricity while another part of you is touching water, you can be electrocuted. If there is water near your control panel, do not touch it. Call a responsible adult and let him or her take care of the problem in the safest way.

37-9 Safety is the most important concern when dealing with electricity.

Conserving Resources

Experts are finding ways to use technology to help conserve resources. To *conserve* means to use as little of a resource as possible to get a job done. It also means reusing as many resources as you can.

Reducing Waste Products

In the past, most of our solid waste, or garbage, went to *landfills*. This means the trash was compacted and buried underground. However, there are many problems associated with the operation of landfills.

First, burying trash contributes to pollution. *Pollution* is waste from products that makes the environment unclean. As garbage decomposes, it contaminates the ground, water, and air. In newer landfills, special linings are used to prevent this from happening.

Space is another problem. Many landfills are full or will soon be full. Some waste materials don't break down quickly, so they take up space

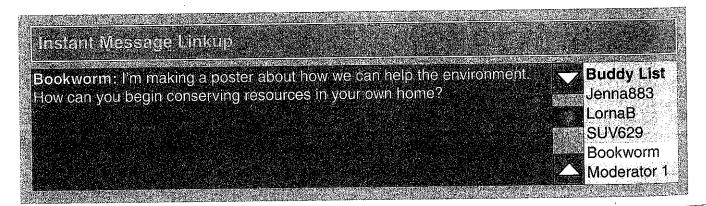
in the landfill for many years. Since landfills are bad for the environment, most communities don't want to create more of them. Many cities now pay huge costs to have their garbage taken to landfills far away. Therefore, the expense of landfills is another issue.

Alternate methods of handling waste materials have become necessary. One good option is recycling. As you have read, recycling means reprocessing materials to be used again. Most communities have recycling centers. You can recycle old newspapers, cans, bottles, and plastic containers. When you buy products, you may want to buy items that can be recycled or that come in recyclable containers.

Composting is another alternative. Composting is the natural breakdown of organic material. If done properly, composting will not cause pollution. Instead, as materials break down, they will add oxygen back to the air and become a good fertilizer for soil. Many people compost materials such as grass clippings and leaves in their own backyards. Contact your local recycling center for more information on composting.

Conserving Energy

Imagine you do not have energy supplied to your home for 24 hours. How would this affect your daily routines? Your cooling and heating systems, appliances, lighting, and entertainment systems would all be affected. Americans depend on energy sources for comfort, convenience, and fun.



Most energy used in the home is electrical power. Gas energy is used in many homes as a heat source. Gas can be used in furnaces, ranges, water heaters, and clothes dryers. Unfortunately, producing this power means using up natural resources such as coal and gas. Producing power also creates pollution and costs money.

Experts are working on solutions to problems from producing power. Solar energy is already being used to heat many homes. Solar energy comes from the sun in the form of heat. Wind and water are other power source alternatives. All these sources can be used to make electricity. However, they still have drawbacks that need to be solved before they can be used on a large scale.

Appliances

Appliances are now designed to use much less energy than they did in the past. Refrigerators and air conditioners are just two appliances that have been redesigned. EnergyGuide labels are required on many appliances, 37-10. These labels give consumers information about how energy and cost efficient an appliance is. You can use these labels to comparison-shop for appliances.

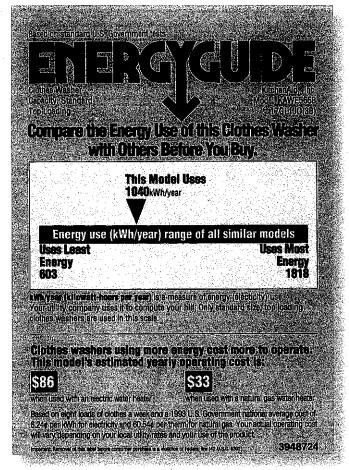
Computers are another form of technology being used to conserve energy. Computers are added to many appliances. They may save energy in many ways. For instance, irons may have features such as automatic shut-off. The

In the Headlines

New Director Emphasizes Energy Conservation

Why is it important to save energy?

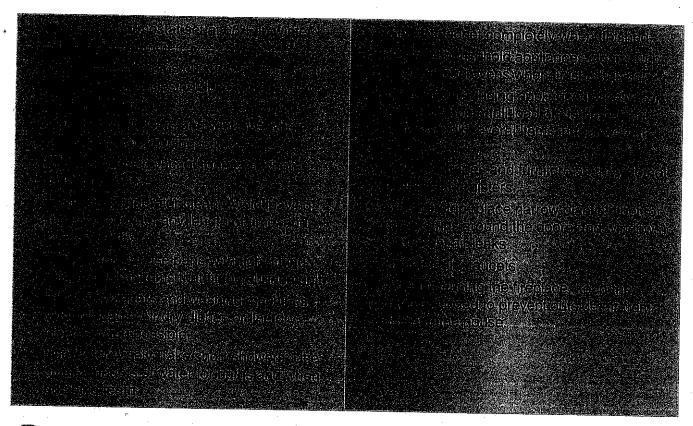
What are some things you could do at school to conserve energy? What could you do at home?



37-10 EnergyGuide labels, found on most large appliances, can help you choose the most energy-efficient model.

computer unit shuts the iron off if it is left still too long. Computer units can also be used to monitor all the power in a house. For instance, the computer can adjust the heat in a room depending on whether or not people are there. This can result in energy savings.

Meanwhile, people need to do their part to conserve energy. They need to think carefully about how they use items that need power. Often they can get the same job done without using as much power. By taking some simple steps, you can conserve energy at home, 37-11. You will help save money and resources.



37-11 A few simple steps can help you save energy at home.

ooking Book

Your home needs care to stay safe and imfortable. Cleaning is a big part of caring your home. Defining family standards of eanliness can help your family plan how keep your home clean. Your family can rganize cleaning jobs by making a household hedule. You can organize cleaning for your pace with a personal schedule.

If you want cleaning to go as quickly and asily as possible, you need to have the right leaning supplies. You also need to keep these upplies organized. You need to know how o clean different types of dirt and different urfaces, too.

Keeping your home clean can help keep t safe. You can take steps to help prevent eccidents from occurring in your home.

You also help care for your home when you conserve resources. Recycling is one way to help conserve resources. You can conserve energy by carefully using items that need power. This will save money and natural resources.

- True or false. In defining family cleaning standards, some family members may need to raise or lower their standards a little.
- Explain how rotating cleaning jobs can solve some problems in planning a household schedule.
- True or false. Young children should not be allowed to help others with cleaning jobs.
- For routine cleaning in your personal schedule, you will probably need about ____
 - A. 15 minutes a day
 - B. one hour a day
 - C. 15 minutes a week
 - D. one hour a week
- 5. Following the ______ is the best way to use a product safely.

- 6. How does loose dirt differ from adhesive did ?
- 7. List two surfaces in the home and give tips on how to clean them.
- 8. _____ / dirt is a major cleaning concern in the kitchen.
- 9. List two problems associated with landfills.
- True or false. Computers can be used to help conserve energy.

- Visit a supermarket or grocery store. Study the cleaning products they have for sale. List five products you have never seen before. Record the names and uses and report them to the class.
- As a class, brainstorm a list of tips that teens could use to make cleaning their bedrooms easier. Use the list to develop a brochure. Make copies of the brochure and pass them out to students in your school.

That More About It minim

- 1. What are ways you could improve your cleaning skills?
- 2. What kinds of cleaning supplies are damaging to the environment? Do you use any of these products? Why?

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In your community there may be elderly people or people with disabilities who have trouble maintaining their homes. As a class, plan a project to help people in need of assistance. You could volunteer to paint, do yard work, plant flowers, or shovel snow. Ask local businesses to donate supplies or money to help purchase necessary tools. Advertise your program, including a phone number people can call to request help.