



Anchorage School District

Fine Arts Department

4129 Bullard Avenue • JBER, AK 99506 • 907-742-0151

Name: _____ School: _____

Flute Cleaning Checklist

Materials Needed:

- Small brush or Tooth brush
- Cotton swab
- Rubbing Alcohol
- Polishing cloth (or microfiber)
- Vacuum (recommended)

Process:

- Avoid all water in the cleaning process. **Pads and corks can be ruined if exposed to water.**
- Use a small brush or tooth brush to clean the dust and dirt under and around the key shafts and rods. Be careful not to force the brush into any areas and damage the pads.
- Polish the keys and body with the polishing cloth. Give extra attention to areas where your hands hold and touch the instrument.
- *Recommended- Vacuum the inside of the case to remove dirt and lint.
- Test the instrument using the fingering chart in the back of the book. Does it play all the notes properly? List any problems here: _____

- Clean the lip plate and inside wall of the embouchure hole by dipping a cotton swab in rubbing alcohol and running it in an up and down motion around the hole.
- Put instrument away. Does the case work properly? _____

I verify that my instrument has been cleaned according to the directions above.

Student Signature

Date Completed

Parent/Guardian Signature

Date



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Name: _____

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Oboe/Clarinet/Saxophone/Bassoon Cleaning Checklist

Materials Needed:

- Small brush (old tooth brush)
- Cotton swabs
- Q-tips (for clarinet tone holes)
- Tooth pick (for clarinet joints)
- Rubbing Alcohol
- Polishing cloth (or microfiber)
- Vacuum (recommended)

Process:

- Avoid all water in the cleaning process. **Pads and corks can be ruined if exposed to water.**
- Use a small brush or toothbrush to clean the dust and dirt under and around the key shafts and rods. Be careful not to force the brush into any areas and damage the pads.
- Clean excess cork grease off the joints using a tooth pick and/or cotton swabs.
- Polish the keys and body with the polishing cloth. Give extra attention to areas where your hands hold and touch the instrument.
- *Recommended- Vacuum the inside of the case to remove dirt and lint.
- Clean the mouthpiece by dipping a cotton swab in rubbing alcohol and running it in through the inside and outside. Give extra attention to the inside edges where debris can stick. Use an old tooth brush and toothpaste for the outside of the mouthpiece.
- Test the instrument using the fingering chart in the back of the book. Does it play all the notes properly? List any problems here: _____

- Put instrument away. Does the case work properly? _____

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Cornet/Trumpet/Baritone/Tuba Cleaning Checklist

Materials Needed:

- Large sink or bathtub
- Old Towels and washcloths
- Cleaning Brushes ("snake," mouthpiece, and valve casing brushes)
- Valve Oil
- Slide Grease
- Mild dish soap like 'Palmolive' w/anti-bacteria to disinfect and get rid of oils/grease. (for mouthpieces as well!)
- *Recommended - vacuum

Process:

- Fill a bathtub or large sink with **LUKE warm** water, **NOT HOT!!** Add a 'Palmolive' type dish soap.
- Remove valves and rinse them in water scrubbing with your fingers or with a cloth. Baritones and tubas, be careful of the springs at the bottom of your valve casings. If you lose them, your valves won't work properly.
- If debris is found in the holes of the valves, GENTLY scrub with a WET snake brush tip. Be careful to not scratch or bend the metal around the holes, as it is extremely fragile.
- Set wet valves aside on a towel to dry.
- Remove all slides and place in the bathtub/sink. Clean through all slides with the snake brush **while submerged**. Never snake through a dry instrument.
- Shake out excess water, dab dry, and place slides on a towel to dry.
- Place instrument in bathtub/sink if possible. Snake through all tubing and brush through valve casings **while submerged**. If your instrument will not fit in your sink/bathtub, place the part of the instrument you are snaking under running water. Never snake through a dry instrument.
- Shake off excess water, dab dry, and place on a towel to dry for 2-3 hours or over night.
- Once the instrument is completely dry inside and out, grease slides and replace on the instrument.
- Oil valves and replace in the instrument. (Baritones and Tubas need to make sure their springs are inside the valve casings before replacing valves.)
- *Recommended- Vacuum the inside of the case to remove dirt and lint.
- Blow out water and wash mouthpiece with warm, soapy water using the mouthpiece brush. Let your teacher know if there is a dent in the shank of the mouthpiece.
- Test the instrument using the fingering chart in the back of the book. Does it play all the notes properly? Does the water key hold in water? List any problems on the back of this paper.
- Polish instrument with a cloth, make it shiny! Put away and check that case works properly.

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Trombone Cleaning Checklist

Materials Needed:

- Large sink or bathtub
- Old Towels and washcloths
- Cleaning Brushes ("snake," and mouthpiece brushes)
- Slide Oil or Slide-O-Mix
- Slide Grease
- Mild dish soap like *'Palmolive'* to disinfect and get rid of oils/grease. (for mouthpieces as well!)
- *Recommended – vacuum

Process:

- Fill a bathtub or large sink with **LUKE warm** water, **NOT HOT!!** Add a *'Palmolive'* type dish soap.
- Place locked slide in bathtub or sink. **DO NOT REMOVE THE OUTER SLIDE!** Snake through the entire slide while submerged with the snake brush. If your slide will not fit in your sink/bathtub, snake under running water. Never snake through a dry instrument.
- Remove the slide from the bathtub or sink and shake out excess water.
- Remove the outer slide and gently wipe down the inner slide with a clean washcloth.
- DO NOT SNAKE THROUGH THE OUTER SLIDE!!!***
- Carefully put the outer slide back on the inner slide.
- Lock the slide and place on a towel to dry for 2-3 hours or overnight.
- Place the bell into the bathtub or sink and snake through with the snake brush **while submerged.** If the bell will not fit in your sink/bathtub, snake under running water. Never snake through a dry instrument.
- Remove tuning slide (curved part of the bell) and gently wipe with a towel or washcloth.
- Shake off excess water, dab dry, and place all parts on a towel to dry for 2-3 hours or over night.
- Once the instrument is completely dry inside and out, apply slide oil or slide-o-mix to the slide and grease the tuning slide.
- *Recommended – Vacuum the inside of the case to remove dirt and lint.
- Test the instrument. Does it work? Does the water key hold in water? Does the slide "free fall?" Does the slide sound scratchy? Does the slide have any dents? List any problems on the back of this paper.
- Blow out water and wash mouthpiece with warm, soapy water using the mouthpiece brush.
- Polish instrument with a cloth, make it shiny! Put away and check that case works properly.

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Percussion Cleaning Checklist

Materials Needed:

- Cleaning cloth
- Polishing cloth
- Windex (for bell bars, drum pad and mallets/sticks)
- Vacuum (recommended)

Process:

- Take everything out of the case
- Vacuum out of the case (recommended)
- Check to make sure the stand works properly. Does it stay in the place the way it's supposed to?

Does it need repair? _____

- Wipe down the case, stand, drum pad and mallets/sticks with a damp cleaning cloth
- Wipe down the bell bars with a polishing cloth. Make everything shiny!
- Put the stand, bells, drum pad, drum sticks, and mallets back in the case. Does the zipper work properly? Does the case need repair? Any Screws missing from the bell bars? Are the bell mallets loose? List any problems here:

I verify that my instrument has been cleaned according to the directions above.

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Date