

CHECKLIST: WEEKLY RESET

Daily maintenance keeps things from falling apart. But once a week, you need to tackle bigger tasks—the things that don't fit into a 5-minute routine but prevent your space from sliding back into chaos.

This is your weekly “level-up” checklist—for when you have decent energy and want to make real progress on keeping your space functional.

Important: This is for when you HAVE energy. If you're in survival mode, skip this and focus on daily basics. This checklist is aspirational, not mandatory.

Time Needed

1-3 hours total
(can be broken into chunks)



When to Do This

Pick one consistent day/time weekly
(Sunday afternoon/evening may work well,
but be sure you have the energy)

Before You Start

- ☐ **Check your energy level**
 - ☐ Use the [Energy Check-In exercise](#)
 - ☐ Do you have 9+ points total?
 - ☐ If not, scale back or postpone
 - ☐ **Don't push yourself into burnout**
- ☐ **Set realistic expectations**
 - ☐ You're not deep-cleaning the whole house
 - ☐ You're focusing on YOUR space and what you can control
 - ☐ You're making progress, not making it perfect
 - ☐ **Something is better than nothing**
- ☐ **Gather your supplies**
 - ☐ Trash bag and cleaning supplies: wipes, spray, rag or cloth—whatever you have
 - ☐ Laundry basket if you're doing laundry
 - ☐ Box for items that need to leave your room
 - ☐ **Work with what you have**
- ☐ **Set a time limit**
 - ☐ Decide how long you'll work (1 hour? 2 hours?)
 - ☐ Set a timer or use a timed playlist or podcast
 - ☐ Give yourself permission to stop when timer goes off
 - ☐ **Prevents burnout and makes it feel manageable**

☐ **Plan a reward**

- ☐ What will you do when you're done?
- ☐ Episode of your favorite show, gaming, a favorite snack, time with a friend
- ☐ **Motivation matters**

Part 1: Your Room Reset (30-45 minutes)

☐ **Do a full trash sweep**

- ☐ Check every surface
- ☐ Look under your bed, in corners, behind furniture
- ☐ Empty your room trash can
- ☐ Get ALL trash out of your room (throw it away at school if that's better)
- ☐ **This is priority #1**

☐ **Gather all your dirty laundry**

- ☐ Off the floor, off the bed, off the furniture
- ☐ Put it in a hamper, basket, or designated spot
- ☐ If you're doing laundry today, start a load now
- ☐ **Keep clean and dirty clothes completely separate so clean clothes don't pick up stains or smells**

☐ **Return items to their proper places**

- ☐ Stuff that belongs elsewhere in the house → relocate it
- ☐ Stuff that belongs to others → put it in the "return" box
- ☐ Stuff that has a home in your room → put it there
- ☐ **Everything should have a designated home where it lives**

☐ **Make your bed as best you can**

- ☐ Strip and change the sheets if it's been a week or two (or longer)
- ☐ Straighten the covers and fluff up the pillows
- ☐ Clear everything off that doesn't belong
- ☐ **This is the biggest visual impact in your room**

☐ **Organize your surfaces**

- ☐ Desk: clear except for functional items
- ☐ Nightstand: lamp, alarm clock, current book, water, lip balm—this should be minimal
- ☐ Dresser top: keep minimal or clear
- ☐ Windowsill: decorative items only if they don't collect clutter
- ☐ **Clear surfaces = calm mind**

☐ **Floor check**

- ☐ Shift your thinking to be that nothing belongs on the floor except furniture
- ☐ Clear any pathways that have become cluttered
- ☐ Can you walk anywhere without stepping on stuff?
- ☐ Vacuum/sweep if you can
- ☐ **Ensures safety and visual calm**

☐ **Closet and storage spot-check**

- ☐ Are your clothes hung up and or folded?
- ☐ Are your shoes off the floor or organized?
- ☐ Can you close the closet door?
- ☐ Is the system still working or does it need adjustment?

☐ **Visual scan**

- ☐ Stand in the doorway and look at your room
- ☐ Does it feel calmer than it did an hour ago?
- ☐ What's still bothering you? Address if you have the time and energy
- ☐ **Notice your progress**

Part 2: Hygiene & Self-Care Tasks (20-30 minutes)

☐ **Shower/bath and full hygiene routine**

- ☐ Wash your hair if needed
- ☐ Do a full-body wash
- ☐ Shave, if that's part of your routine
- ☐ Clean your nails, brush your teeth thoroughly
- ☐ **This is self-care, not vanity**

☐ **Personal grooming**

- ☐ Cut and file your nails if needed
- ☐ Address any hygiene issues you've been putting off
- ☐ Check that your deodorant, toothbrush, etc. are in good condition
- ☐ Replace items if needed (every 6 months for toothbrush and after illness)

☐ **Laundry (if accessible)**

- ☐ Wash at least your essentials: underwear, socks, shirts
- ☐ Dry and put it away (don't let clean laundry pile up)
- ☐ If your machine isn't accessible, hand-wash your essentials
- ☐ **See the [Laundry Day Basics checklist](#) for the full process**

☐ **Check your hygiene supplies**

- ☐ Do you need to restock anything? Toothpaste, deodorant, soap, shampoo, feminine products if applicable
- ☐ Ask for what you need or ask your school counselor to help you find resources

Part 3: Organization & Planning (15-20 minutes)

☐ **Review your backpack or school bag**

- ☐ Empty your bag or backpack completely
- ☐ Remove trash and old papers
- ☐ Reorganize your supplies if needed
- ☐ Restock what you need for next week
- ☐ **See the [Backpack Organization checklist](#) for full process**

☐ **Check your calendar or planner**

- ☐ What's happening this week?
- ☐ Do you have any tests, assignments, appointments?
- ☐ Plan ahead so you're not scrambling
- ☐ **Reduces your weekday stress**

☐ **Prep for the week**

- Lay out your clothes for Monday (or at least know what you'll wear)
- Pack your backpack for Monday
- Charge all your devices
- Set any alarms for the week
- **Monday-Morning-You will thank you**

☐ **Meal planning (if you have control over this)**

- Do you have food in your room for the week (sealed in containers to prevent pests)?
- Do you have access to snacks, breakfast items, and emergency food?
- If you need to buy anything, make a list
- **Food security is important**

☐ **Review your goals**

- Look at your [Gratitude & Goals exercise](#)
- Did you make progress on last week's goal?
- What's your one focus for this week?
- **Keep yourself moving forward**

Part 4: Mental & Emotional Reset (15-20 minutes)

- ☐ **Journal or reflect**
 - ☐ How was this week?
 - ☐ What went well?
 - ☐ What was hard?
 - ☐ What do you want to be different next week?
 - ☐ **Process your experience**
- ☐ **Practice one [exercise](#) from the toolkit**
 - ☐ Gratitude & Goals
 - ☐ Affirmations for Strength & Hope
 - ☐ Meditation or Mindfulness
 - ☐ Read your Future Me Letter if it's not sealed
 - ☐ **Maintain your mental health practices**
- ☐ **Connect with someone**
 - ☐ Text or call a friend
 - ☐ Reach out to someone supportive
 - ☐ Hop online to a support group (like the ChildofHoarder subReddit) and share a weekly win
 - ☐ Human connection matters
 - ☐ **You're not alone**
- ☐ **Do something that brings you joy**
 - ☐ Read, draw, play a game, listen to music or a podcast
 - ☐ Something just for you, just for fun
 - ☐ Not productive, just pleasant
 - ☐ **Joy is not optional—it's essential**

Part 5: Safety & Maintenance Check (10 minutes)

- ☐ **Do a quick Safety Check**
 - Is the smoke detector still working?
 - Are your exit paths still clear from your room?
 - Are there any new hazards?
 - **See [Safety Check checklist](#) for full version**
 - **Note:** This is for your own peace of mind; you are not suddenly the safety officer of the house

☐ **Pest check**

- ☐ Are there any signs of bugs or mice in your room? Droppings, damage, smells?
- ☐ Address it immediately if you find evidence
- ☐ Use preventive measures like keeping food in sealed containers and keeping food trash out of your room

☐ **Don't let this slide**

☐ **Check the condition of your space**

- ☐ Is there anything broken that needs fixing?
- ☐ Is any damage getting worse?
- ☐ Are any supplies running low?
- ☐ **Catch small problems before they get big**

Scaling Up or Down Based on Energy

Do a quick [Energy Check-in](#) and check your score.

If you have **HIGH** energy (12-15 points):

Add these tasks:

- ☐ Deep clean (wipe baseboards, dust thoroughly, clean windows)
- ☐ Tackle a neglected area (under your bed, back of your closet, a drawer or two)
- ☐ Work on expanding your calm corner
- ☐ Help someone else (sibling, friend) that needs assistance
- ☐ Work on a bigger goal from your Vision Board

If you have **MODERATE** energy (9-11 points):

Standard checklist:

- ☐ Room reset
- ☐ Basic hygiene
- ☐ Planning
- ☐ Brief emotional check-in

If you have **LOWER** energy (6-8 points):

Minimal version:

- ☐ Make sure trash is out of your room
- ☐ Change your sheets
- ☐ Take a shower
- ☐ Check your backpack for Monday
- ☐ **That's enough**

If you're in SURVIVAL MODE (3-5 points):

Skip the Weekly Reset entirely

- ☐ Focus on the [My Daily Basics checklist](#)
- ☐ Rest and recover
- ☐ Try again next week
- ☐ **Taking care of yourself IS productive**

Monthly Add-Ons (First Week of Month)

Once a month, add these to your weekly reset if you can:

- ☐ **Deep-clean your calm corner**
 - ☐ Do a full reset as if you were creating it for the first time
 - ☐ See the [Creating My Calm Corner exercise](#)
- ☐ **Review and adjust systems**
 - ☐ Is your organization working?
 - ☐ What needs to change?
 - ☐ Simplify or add structure as needed
- ☐ **Check in with your big-picture goals**
 - ☐ Vision Board—does it need updating?
 - ☐ Future Me Letter—read it again
 - ☐ Where are you compared to a month ago?
 - ☐ **Celebrate your progress, and adjust course as needed**
- ☐ **Reach out for help if needed**
 - ☐ Are there issues you can't handle alone?
 - ☐ Resources you need?
 - ☐ Support you're missing?
 - ☐ **Asking for help is strength**

Troubleshooting

“I never have 1-3 hours for this.”

- Break it into chunks: 30 minutes Saturday, 30 minutes Sunday
- Do the most critical parts (trash, hygiene, planning)
- Skip the “nice-to-have” sections
- Lower your expectations; 30 minutes is better than nothing

“I start strong then get overwhelmed and quit.”

- Set a timer for 20-minute blocks, take a break between blocks
- Focus on just ONE section at a time
- Use the 2-minute rule to restart if you stall
- Body-double (grab a friend on a video call or have someone in the room)

“Every week I plan to do this and then don’t.”

- Set a recurring phone alarm
- Tell someone your plan to help with accountability and report back when you’re done
- Start smaller (just 30 minutes, just the room reset)
- Pair it with something you like (music, podcast, reward afterward)

“I do this one week and then skip three weeks,”

- That’s still better than never doing it
- Focus on consistency over perfection
- Identify why you’re skipping (Too tired? Too long? Not motivated?)
- Adjust the checklist to be more realistic

“My room gets destroyed again by Wednesday.”

- Your daily maintenance might not be happening
- You might need to do twice-weekly resets
- Your systems might need adjusting (if it’s hard to maintain, it’s the system’s fault)
- Others might be intruding on your space, and boundaries are needed

“This feels like too much pressure.”

- It’s a checklist, not a commandment
- Use what helps, skip what doesn’t
- The goal is making life easier, not adding stress
- Scale it down until it feels manageable

Accessibility Considerations

Weekly resets require sustained energy and executive function. Adapt as needed: If 1-3 hours is impossible, do 15-minute resets daily instead of one weekly session. If executive function makes the full checklist overwhelming, pick just three tasks total and do those. If physical limitations prevent certain tasks, focus on what you CAN do and ask for help with the rest. If depression makes everything feel pointless, just do trash removal and hygiene—that's enough. If you need external structure, do this with a friend simultaneously (each in your own room) on video call. Your weekly reset should support you, not exhaust you—adjust expectations to match your reality.

Important Reminders

- **Weekly resets prevent bigger problems.** An hour now saves three hours later.
- **This is aspirational, not mandatory.** If you can't do it some weeks, that's okay.
- **Progress compounds.** Each week you do this makes the next week easier.
- **You're building lifelong skills.** This is practice for managing your own home someday.
- **Celebrate what you accomplish.** Even partial completion is success.

Real Talk

Weekly resets are where you prove to yourself that you can do more than just survive—you can actually maintain and improve your space.

This isn't about being perfect. It's not about having an Instagram-worthy room. It's about:

- Starting each week with a clean slate
- Having one day where you invest in yourself and your space
- Building momentum that carries through the week
- Proving you're capable of more than crisis management

Some weeks you'll crush this checklist. You'll do everything, feel amazing, start Monday feeling like you've got your life together.

Some weeks you'll do the bare minimum. Trash out, quick shower, backpack check. That's it. And that's fine.

Some weeks you'll skip it entirely. You'll be too tired, too overwhelmed, too done. And you'll survive. And you'll try again next week.

The goal isn't perfection. The goal is direction.

Each weekly reset—even the mediocre ones—is evidence that you're working toward something better. That you haven't given up. That you're taking care of yourself even when it's hard.

One week at a time. One reset at a time.

You're doing better than you think you are.