

Cleaning Check List – Grosvenor, Wharton Lodge Cottages

Date

Wednesday, 05 August 2020

Cleaned by:

Joyce

Appropriate protective clothing should be worn when cleaning, and protective clothing should be changed between properties. **All surfaces are to be cleaned first, then disinfected**
Consideration should be taken to address the impact of children as well as adults: touching lower wall heights and parts of furniture.

Entrance

Front door key escutcheon cleaned	<input type="checkbox"/>
Key cleaned/changed	<input type="checkbox"/>
External handles wiped and disinfected	<input type="checkbox"/>

Communal Parts

Internal doors and door furniture wiped and disinfected	<input type="checkbox"/>
Wipe down walls (any visible marks)	<input type="checkbox"/>
High level surfaces dusted	<input type="checkbox"/>
Light and power switches wiped and disinfected	<input type="checkbox"/>
Surfaces, including skirting boards wiped and disinfected	<input type="checkbox"/>
Bannisters wiped and disinfected	<input type="checkbox"/>
Windows cleaned	<input type="checkbox"/>
Floors hoovered and sprayed with virucidal disinfectant dry-mist	<input type="checkbox"/>

Living Spaces

Internal doors and door furniture wiped and disinfected	<input type="checkbox"/>
High level surfaces dusted	<input type="checkbox"/>
Light and power switches wiped and disinfected	<input type="checkbox"/>
All surfaces and furniture, including skirting boards wiped and disinfected	<input type="checkbox"/>
Electrical equipment and remote controls wiped down and disinfected. Remotes to be placed in protective sealable bags	<input type="checkbox"/>
Soft furnishings and curtains dry-misted	<input type="checkbox"/>
Mirrors cleaned	<input type="checkbox"/>
Windows cleaned	<input type="checkbox"/>
Carpets hoovered and sprayed with virucidal disinfectant dry mist	<input type="checkbox"/>
Hard flooring hoovered and mopped with virucidal disinfectant	<input type="checkbox"/>
Empty bins and disinfect	<input type="checkbox"/>

Kitchen

Internal doors and door furniture wiped and disinfected	<input type="checkbox"/>
High level surfaces dusted	<input type="checkbox"/>
Light and power switches wiped and disinfected	<input type="checkbox"/>
All surfaces and furniture, including skirting boards wiped and disinfected	<input type="checkbox"/>
Electrical equipment wiped down and dry-misted	<input type="checkbox"/>
Soft furnishings and curtains/blinds steamed	<input type="checkbox"/>
Mirrors cleaned	<input type="checkbox"/>
Windows cleaned	<input type="checkbox"/>
Hard flooring hoovered and mopped with virucidal disinfectant	<input type="checkbox"/>
Empty bins and disinfect	<input type="checkbox"/>
Dish washer / microwave / kettle / toaster - clean and sanitise doors, handles and controls	<input type="checkbox"/>
Oven and hob: clean and disinfected surfaces, doors, handles and controls	<input type="checkbox"/>
Fridge: clean and disinfected inside and out, including handle	<input type="checkbox"/>
Pans, crockery, utensils to be washed in the dishwasher	<input type="checkbox"/>
Drawers and cupboards wiped and disinfected	<input type="checkbox"/>
Floor hoovered and mopped with virucidal disinfectant	<input type="checkbox"/>
Clean and disinfect baby equipment when applicable – eg. high chair	<input type="checkbox"/>

Bedrooms

Internal doors and door furniture wiped and disinfected	<input type="checkbox"/>
High level surfaces dusted	<input type="checkbox"/>
Light and power switches wiped and disinfected	<input type="checkbox"/>
All surfaces and furniture, including skirting boards wiped and disinfected	<input type="checkbox"/>
Electrical equipment wiped down	<input type="checkbox"/>
Drawers and cupboards wiped and disinfected	<input type="checkbox"/>
Soft furnishings and curtains steamed	<input type="checkbox"/>
Mirrors cleaned	<input type="checkbox"/>
Windows cleaned	<input type="checkbox"/>
Carpets hoovered and sprayed with virucidal disinfectant mist	<input type="checkbox"/>
Empty bins and disinfect	<input type="checkbox"/>

Bathrooms

Internal doors and door furniture wiped and disinfected	<input type="checkbox"/>
High level surfaces dusted	<input type="checkbox"/>
Light and power switches wiped and disinfected	<input type="checkbox"/>
Clean tiles	<input type="checkbox"/>
Clean shower / bath / sink including pedestals and splashbacks	<input type="checkbox"/>
Remove shower head and clean	<input type="checkbox"/>
Clean and sanitise taps	<input type="checkbox"/>
Clean plugholes and pour disinfectant down	<input type="checkbox"/>
Clean and sanitise toilet bowl using a toilet brush to agitate the cleaning process and include under the toilet rim	<input type="checkbox"/>
All surfaces and furniture, including skirting boards wiped and disinfected	<input type="checkbox"/>
Toiletries to be wiped and dry-misted	<input type="checkbox"/>
Blind to be dry-misted	<input type="checkbox"/>
Mirrors cleaned	<input type="checkbox"/>
Windows cleaned	<input type="checkbox"/>
Flooring sprayed with virucidal disinfectant mist	<input type="checkbox"/>
Hard flooring brushed and mopped with virucidal disinfectant	<input type="checkbox"/>
Soak toilet brushes in bleach	<input type="checkbox"/>

Outside Space

Ensure bins are labelled (separate bin for used cloths and protective clothing)	<input type="checkbox"/>
Disinfect bin lids	<input type="checkbox"/>
Clean outdoor furniture and gates	<input type="checkbox"/>
Clean any outdoor equipment	<input type="checkbox"/>
Clean Barbeque	<input type="checkbox"/>

BioGuard dry misting technology used in each room
 Remote controls are bagged in disposable covers

Copies of the clean to be placed on online portal as evidence to guests