

**COVID CLEANING CHECK LIST**

reviewed LF 07.04.21

<b>Entrance</b>	
Key lock box cleaned	
Keys cleaned	
External handles wiped and disinfected	
<b>Communal Parts</b>	
Internal doors and door furniture wiped and disinfected	
Wipe down walls (children’s handprints)	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Surfaces, inc skirting boards wiped and disinfected	
Bannisters wiped and disinfected	
Windows cleaned	
Floors hoovered & sprayed w virucidal disinfectant mist	
Wipe down fire extinguishers	
<b>Living Spaces</b>	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces & furniture, inc skirting boards wiped and disinfected	
Electrical equipment, tv, wifi hub and remote controls wiped down	
Soft furnishings and curtains misted with anti viral EN14476 spray	
Mirrors cleaned	
Windows cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Hard flooring hoovered and mopped with virucidal disinfectant	
Empty Bins and disinfect	
<b>Kitchen</b>	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces & furniture, inc skirting brds wiped & disinfected	
Electrical equipment and remote controls wiped down	
Mirrors cleaned	

Windows cleaned	
Hard flooring hoovered and mopped with virucidal disinfectant	
Empty Bins and disinfect	
Washing machine / dish washer / microwave / kettle / toaster: clean and sanitise doors, handles and controls	
Oven and hob: clean and disinfected surfaces, doors, handles and controls	
Fridge: clean and disinfected inside and out, inc handle	
Pans, crockery, utensils to be washed in the dishwasher	
Drawers and cupboards wiped and disinfected	
Floor hoovered and mopped with virucidal disinfectant	
Clean and disinfect booster seat if used	
<b>Bedrooms</b>	
Wipe down and disinfect laminated information sheet/s	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces and furniture, including skirting boards wiped and disinfected	
Electrical equipment, wifi hub and remote controls wiped down	
Drawers and cupboards wiped and disinfected	
Soft furnishings and curtains misted with anti viral EN14476 spray	
Mirrors cleaned	
Windows cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Empty Bins and disinfect	
Mattress and pillow protectors to be changed and washed at 60 OR sprayed with anti viral mist	
<b>Bathrooms</b>	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Clean tiles	
Clean shower / bath / sink inc pedestals & splashbacks	
Remove shower head and clean	

Clean and sanitise taps	
Clean plugholes and pour disinfectant down	
Clean and sanitise toilet bowl using a toilet brush to agitate the cleaning process and include under the toilet rim	
All surfaces and furniture, including skirting boards wiped and disinfected	
Electrical equipment, wifi hub and remote controls wiped down	
Shower curtains misted with anti viral EN14476 spray or replace	
Mirrors cleaned	
Windows cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Hard flooring hoovered and mopped with virucidal disinfectant	
Soak toilet brushes in bleach	
<b>Outside Space</b>	
Disinfect bin lids	
Clean outdoor furniture and gates	

- All washing to be completed in B&B kitchen
- When B&B is in operation for individual guests – they do not have use of the kitchen

Appropriate protective clothing should be worn when cleaning, and protective clothing should be changed between properties – apron and gloves ( follow covid symptomatic guidelines if a guest has covid symptoms)

**All surfaces are to be cleaned first, then disinfected (2 part cleaning)**

*Consideration should be taken to address the impact of children as well as adults: touching lower wall heights and parts of furniture.*