

# CLEANING CHECKLIST FOR HALL USERS.



## BEFORE YOU LEAVE PLEASE:

- Use the Antibacterial spray with paper towels or the antibacterial wipes from the Covid cleaning box.
- Wear disposable gloves.



1. Wipe down **chairs** and **under rim** where often held. Restack in the hall
2. Wipe down **tables** and return to corner – wipe handles under tables
3. Wipe ALL **door handles** – Kitchen, Kitchen cupboards, Toilet, Main door,
4. **Windows** opened? Wipe the latches
5. **Wipe light switches** – Kitchen area, Toilets, Hall. Do **NOT** use spray
6. **Wipe sockets** used in Kitchen or Hall. Do **NOT** use spray
7. **Take a wipe** for **outdoor light switch, door handle** and **key safe** as you leave

- Dispose of used wipes in bin
- Collect all waste bags from bins
- **Bag waste bags** and **tie securely**



**Clean it. Bin it. Bag it!**

**Many Thanks**