**Check List for Cleaning The Little House**

**Date**

**Property Name**

**Cleaned by**

**Signed**

Appropriate protective clothing should be worn when cleaning, and protective clothing should be changed between properties.

**Cleaning Check List**

**All surfaces are to be cleaned first, then disinfected using 70% alcohol spray**

**Note: All guests are asked to leave bedroom door and patio doors open on departure. Load dishwasher and set off. Take recycling and bin bags to main gate.**

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| **Entrance** |  |
| Keys cleaned |  |
| External handles wiped and alcohol spray |  |
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| **Living Spaces** |  |
| 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 and TV and dvd player remote controls wiped down |  |
| Curtains steamed |  |
| Mirrors cleaned |  |
| Windows cleaned |  |
| Flooring hoovered and mopped with virucidal disinfectant |  |
|  |  |
| Rug hoovered, taken outside aired, and misted with alcohol spray before returning. |  |
| Sofa wiped and disinfected |  |
| Cushions bagged and put into quarantine, swapped with quarantined cushions |  |
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| **Kitchen**  |  |
| Internal doors and door furniture wiped and disinfected |  |
| Light and power switches wiped and disinfected |  |
| All surfaces and furniture, including skirting boards wiped and disinfected |  |
| Electrical equipment 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, including handle |  |
| Pans, crockery, utensils to be wiped |  |
| Drawers and cupboards wiped and disinfected |  |
| Floor hoovered and mopped with virucidal disinfectant |  |
| Blind sprayed |  |
|  |  |
| **Bedrooms– Guests to have stripped beds including mattress and pillow protectors and bagged.**  |  |
| 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 |  |
| Clothing hooks and hangers wiped and disinfected |  |
| Carpet hoovered and mopped with virucidal disinfectant |  |
| Windows cleaned |  |
| Clean and disinfect toilet and handle in en-suite |  |
| Clean and disinfect sink and taps in en-suite |  |
| Place cushions and pillows in quarantine and replace with quarantined ones |  |
| **Shower** |  |
| Internal doors and door furniture wiped and disinfected |  |
| High level surfaces dusted |  |
| Light switches wiped and disinfected |  |
| Clean tiles |  |
| Clean towel stand |  |
| Mirrors cleaned |  |
| Clean plugholes and pour disinfectant down |  |
| Soak toilet brushes in bleach and wipe handle |  |
|  |  |
| **Outside Space – guests asked to take sort and take recycling and black bags down to main bins at gate.**  |  |
| Ensure recycling bins are labelled (separate bin for used cloths and protective clothing) |  |
| Clean outdoor furniture and gate handles |  |
| Check for any dog mess or cigarette buts and remove |  |
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