

Check List for Cleaning Self-Catering Units

Date

Property Name: The Hayloft

Cleaned by: Nick and Julie Baker

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-where disinfectant is mentioned, this will be with virucidal disinfectant.

Entrance	
Key lock box cleaned	
Keys cleaned	
External handles wiped and disinfected	
Stairs and Hallway	
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, including skirting boards wiped and disinfected	
Bannisters wiped and disinfected	
Windows cleaned	
Floors hoovered and sprayed with disinfectant mist	
Wipe down fire extinguishers	
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, remote controls wiped down. Remote controls placed in clear plastic bag and changed for each stay.	

Soft furnishings and curtains steamed or sprayed with disinfectant mist	
Mirrors cleaned	
Windows cleaned	
Carpets hoovered and steamed or sprayed with disinfectant mist	
Hard flooring hoovered and mopped with disinfectant	
Empty Bins and disinfect	
Kitchen area	
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 wiped and disinfected	
Soft furnishings and curtains steamed or sprayed with disinfectant.	
Mirrors cleaned	
Windows cleaned	
Hard flooring hoovered and mopped with disinfectant	
Empty Bins and disinfect	
Washing machine / microwave / kettle / toaster: clean and sanitise doors, handles and controls	
Oven and hob: clean and disinfect surfaces, doors, handles and controls	
Fridge and Freezer: clean and disinfect inside and out, including handle	
Pans, crockery, utensils to be washed in host's dishwasher	
Drawers and cupboards wiped and disinfected	
Floor hoovered and mopped with disinfectant	
Clean and disinfect high chair and cot (if required by guest)	
Bedrooms	
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 wiped down	
Drawers and cupboards wiped and disinfected	
Mattress and curtains steamed or sprayed with disinfectant	

Mirrors cleaned	
Windows cleaned	
Floor hoovered and sprayed with virucidal disinfectant mist	
Empty bin and disinfect	
Bathrooms	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Clean and disinfect tiles	
Clean and disinfect shower / bath / sink including pedestals and splashbacks	
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	
Shower curtain changed and cleaned in between guests	
Mirrors cleaned	
Windows cleaned	
Flooring hoovered and mopped with virucidal disinfectant	
Soak toilet brushes in bleach	
Outside Space	
Disinfect bin lids	
Clean outdoor furniture	
Clean Barbeques	