

Check List for Cleaning

Property Name: Date:

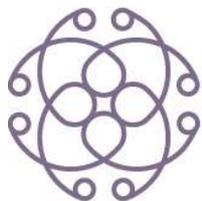
Cleaned by: Signed:

Appropriate protective clothing should be worn when cleaning, and protective clothing should be changed between properties. Cleaning cloths are either disposable or changed after each area of the house is cleaned.

All surfaces are to be cleaned first, then disinfected

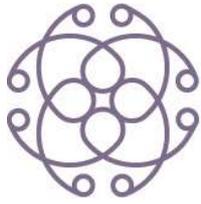
Products used for general cleaning are certified to BS 1276 and for additional disinfection products are virucidal and certified to BS EN 14476.

Entrances	<input checked="" type="checkbox"/>
Key lock box cleaned and keys cleaned before replacement in the box	<input type="checkbox"/>
External handles cleaned and disinfected on all exterior doors	<input type="checkbox"/>
Garden furniture cleaned and touch points disinfected	<input type="checkbox"/>
Living Spaces	<input type="checkbox"/>
Clean and disinfect all areas as per 'Interior Areas' above	<input type="checkbox"/>
All surfaces and furniture to be wiped and disinfected	<input type="checkbox"/>
Electrical equipment, wi-fi hub and remote controls wiped over with disinfectant	<input type="checkbox"/>
Soft furnishings and curtains, where possible, mist sprayed with virucidal disinfectant mist	<input type="checkbox"/>
Mirrors and windows cleaned	<input type="checkbox"/>
Carpets hoovered and sprayed with virucidal disinfectant mist	<input type="checkbox"/>
Hard flooring hoovered and mopped with virucidal disinfectant	<input type="checkbox"/>
Empty bins and disinfect	<input type="checkbox"/>
Walls wiped with virucidal disinfectant where handprints are apparent	<input type="checkbox"/>
Kitchen	<input type="checkbox"/>
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, wi-fi hub and remote controls wiped down	<input type="checkbox"/>



COQUET COTTAGES

Soft furnishings and curtains sprayed with virucidal disinfectant where possible	
Mirrors and windows cleaned	
Hard flooring hoovered and mopped with virucidal disinfectant	
Empty Bins and disinfect	
Washing machine / dish washer / microwave / kettle / toaster /coffee machine: clean and sanitise doors, handles and controls	
Oven and hob: clean and disinfect surfaces, doors, handles and controls	
Fridge/freezer: clean and disinfected inside and out, including handles	
Basic/daily crockery, cutlery, glassware, commonly used utensils and basic set of pans to be dish-washed and placed in a separate cupboard and drawer to all other items. The other items will have a note stating those items are clear but not sanitised	
Drawers and cupboards wiped and disinfected	
Floor hoovered and mopped with virucidal disinfectant	
Clean and disinfect high chair	
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 and remote controls wiped down with disinfectant	
Drawers and cupboards wiped and disinfected	
Soft furnishings and curtains mist-sprayed with virucidal disinfect where possible.	
Mirrors and windows cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Empty Bins and disinfect	
Bathrooms	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Clean shower / bath / sink including pedestals and splashbacks and tiles with virucidal cleaner	



COQUET COTTAGES

Remove shower head and clean	
Clean and sanitise taps with virucidal cleaner	
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. Toilet brush cleaned with disinfectant after use.	
All surfaces and furniture, including skirting boards wiped and disinfected	
Blinds mist-sprayed with virucidal disinfectant	
Mirrors and windows cleaned, handles disinfected	
Hard flooring hoovered and mopped with virucidal disinfectant	
Dog Bedding and Bowls	
Dog bedding washed at 60 degrees or 40 degrees and stored for 72 hours before further use. Dog bowls washed thoroughly.	
Outside Space	
Garden furniture cleaned and touch points of furniture and garden gates disinfected	
Disinfect bin lids	
Clean any outdoor play equipment and disinfect high touch points	
Clean Barbeques and disinfect high touch points	
Final Quality Check	
Spray all high-touch surfaces and furnishings during final walk-through with virucidal misting spray to BS EN 14476	