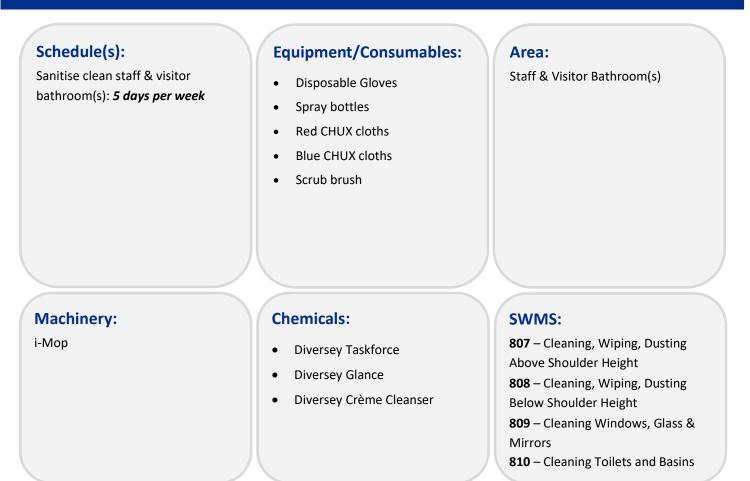
# How-to Guide 6: Staff & Visitor Amenities





## **Cleaning Steps:**

- 1. Make sure you have read, understood, and signed off the correct Safe Work Practices.
- 2. Ensure you are wearing disposable gloves.
- If no prefilled spray bottle is available, then use the J-Fill Quattro Select unit to dispense the Diversey Taskforce and Glance chemicals at the preconfigured dilution ratios into the correctly labelled spray bottles.
- 4. Apply crème cleanser to toilet bowls and sinks, allowing to settle whilst completing step 5.
- Apply Taskforce solution to the inside and outside of the toilets, including the bowl, seat, and exterior surfaces. Wipe down the exterior surfaces with a red CHUX cloth.
- 6. Use a toilet brush to scrub the toilet bowl, flushing

the toilet once cleaned.

- Spray Taskforce solution onto all fixtures including sinks, taps, tiles, walls, benches, and partitions (if applicable)
- 8. Spray Glance solution onto mirrors and any stainless-steel materials. Wipe them down with blue CHUX cloths.
- 9. Wipe over all window frames with a blue CHUX cloth, to remove any dust/dirt build up.
- Inspect all surfaces for any missed spots or remaining stains. If required clean as needed with the appropriate cleaning solution and cloth.
- 11. Dispose of CHUX cloth and securely place the spray bottles in their designated areas. Ensure no chemical bottles are left in the activity rooms.

# think<u></u>safe.



#### What Good Looks Like:



# The Centres should be clean at the end of each evening:

- Ensuring toilet areas are clean.
- Sinks, mirrors, cubicles and walls are clean.
- Floor area is vacuumed and i-mopped.

### Why it's important:

- The cleanliness of the Centres are our customer's first and last impressions of our presentation, so we need to make this a positive one.
- Maintaining strict cleaning practices is critical to ensuring the health and safety of both Goodstart's team members and the children.

