How-to Guide 9: Window Cleaning (with a Squeegee)



Schedule(s):

Clean main entry glazing/sliding doors internal and external: **5 days per week**

Equipment/Consumables:

- Disposable Gloves
- Squeegee
- Applicator
- Bucket
- Blue CHUX Cloths

Area:

Foyer/Entrance Area

Machinery:

N/A

Chemicals:

Diversey Suma Light – Dishwashing Liquid

SWMS:

809 – Cleaning Windows Glass and Mirrors

Cleaning Steps:

- 1. Make sure you have read, understood, and signed off the correct Safe Work Practices.
- 2. Ensure you are wearing disposable gloves.
- Collect all necessary supplies including a squeegee, applicator, Diversey Suma Light, a bucket and blue CHUX cloths.
- 4. Ensure the area around the windows are clear of any obstacles.
- Apply small amount of Diversey Suma Light
 Dishwashing Liquid to the window cleaning bucket
 and both sides of the applicator.
- Dip the applicator into the cleaning solution and apply it evenly to the window surface, ensuring to apply pressure and avoid excess water in the top windowsill.
- 7. Starting from the top corner, drag the squeegee horizontally across the window, overlapping each

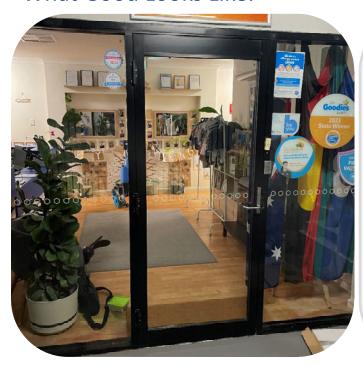
- stroke slightly. Wipe the squeegee blade with a clean cloth after each stroke.
- 8. After completing a section, use a dry CHUX cloth to wipe any excess moisture from the window edges and sills.
- Inspect each window for streaks or missed spots. If required clean as needed using the squeegee and cloth.
- 10. Rinse the squeegee and applicator in clean water and allow them to air dry.
- 11. Empty the bucket and store all supplies in their designated areas.
- 12. Ensure all windows are closed and secure before leaving the area.
- 13. Dispose of any used cleaning solution within the laundry cleaners sink and dispose of CHUX cloths and any waste within the designated bin(s).



How-to Guide 9: Window Cleaning (with a Squeegee)



What Good Looks Like:



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

- Internal and external windows are clean.
- Frames are clean and free from dirt/dust.

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.
- With children moving around the centre, proper cleaning techniques can greatly reduce the risk of cross contamination and the spreading of germs and bacteria.
- Following correct cleaning principles will give our customers a Centre they trust, delivering quality, service and value.

