

Check List for Cleaning East Trenean Farm Cottages

Date

Property Name

Cleaned by

Signed

All surfaces are to be cleaned first, then disinfected

Consideration should be taken to address the impact of children as well as adults: touching lower wall heights and parts of furniture.

Outside Space	
Disinfect bin lids	
Clean outdoor furniture as required	
Barbeque clean and disinfect handles	

Entrance	
Key lock box disinfected	
Keys disinfected	
External handles disinfected	
Gate latch disinfected	

Kitchen and utility	
All cutlery, mugs, glasses, cooking utensils, coffee machine removable parts and items identified by checks to be washed in the dishwasher.	
Acrylic glasses to be washed by hand	
Clean inside of drawers and cupboards and return items	
High level surfaces dusted	
Windows cleaned	
Mirrors and picture frames cleaned	
Light and power switches cleaned and disinfected	
Internal doors cleaned and door handles disinfected	
Oven and hob: clean and disinfected surfaces, doors, handles and controls. Line ovens and grill with foil.	
Fridge cleaned inside and out, high touch points including handle disinfected	
Washing machine door and controls cleaned and disinfected	

Small electrical appliances and storage containers cleaned	
All worktop surfaces, furniture doors and handles cleaned and disinfected	
Bin and recycling bin cleaned and disinfect	
Corn Barn - soft furnishings, sofa and blinds checked and cleaned as necessary	
Stools cleaned and disinfected	
Floors, rugs and skirting boards vacuumed	
Floors mopped	

Living Spaces	
High level surfaces dusted	
Windows cleaned	
Mirrors and picture frames cleaned	
Light and power switches cleaned and disinfected	
All touch level surfaces, furniture and handles cleaned and disinfected	
Internal doors cleaned and door handles disinfected	
Electrical equipment, WIFI hub and remote controls disinfected	
Soft furnishings, sofas, rugs, blinds and curtains checked and cleaned as necessary	
Floors and skirting boards vacuumed	
Floors mopped	
Bins cleaned and disinfect	

Communal Parts	
High level surfaces dusted	
Windows cleaned	
Mirrors and picture frames cleaned	
Wipe down walls (children's handprints)	
Light and power switches wiped and disinfected	
Internal doors cleaned and door handles disinfected	
All touch level surfaces cleaned and disinfected	
Bannisters cleaned and disinfected	
Fire extinguishers cleaned	
Floors and skirting boards vacuumed	
Floors mopped	

Extra Items	
Clean and disinfect highchair, travel cot, stair gates, baby bath and step up after use	
Clean and disinfect Guest Information folders the covers and individual sleeves.	

Bedrooms	
High level surfaces dusted	
Windows cleaned	
Mirrors and picture frames cleaned	
Light and power switches cleaned and disinfected	
All touch level surfaces, furniture and handles cleaned and disinfected	
Internal doors cleaned and door handles disinfected	
Electrical equipment, WIFI hub and remote controls disinfected	
Soft furnishings, rugs and curtains checked and cleaned as required	
Floors and skirting boards vacuumed	
Floors mopped	
Bins cleaned and disinfect	
Make up beds and place towel sets for guests	

Bathrooms	
High level surfaces dusted	
Mirrors and picture frames cleaned	
Window cleaned and blind checked and cleaned as required (Linhay only)	
Wall tiles cleaned	
Clean shower / bath / sink and toilet including pedestals and splashbacks	
Clean and disinfected taps and shower heads	
Clean plugholes. Remove covers from shower drains and clean out.	
Clean toilet bowl using a toilet brush to scrub clean. Clean brush and wash out holder.	
Clean internal doors and disinfected door handles	
Light and power switches cleaned and disinfected	
All touch level surfaces, and furniture cleaned and disinfected	
Floors and skirting boards vacuumed	
Floors mopped	