

Covid Cleaning Management Plan Sept 2021

To be read in conjunction with HCSC Covid Risk Assessment Sept 2021. Both reviewed if guidance changes

PPE is readily available for everyone and must be worn before starting

Area/Item	Method	Frequency / Comments
Wash hand basins, taps, surrounding areas, soap dispensers.	Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required	Deep cleaned twice daily, and all touch points cleaned every 2 hours in between. Recorded when complete
Both sides of toilet seat, toilet handles, door knobs and/or cubicle handles.	Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required	Deep cleaned twice daily, and all touch points cleaned every 2 hours in between. Recorded when complete
Toilet bowls	Use toilet cleaner as per manufacturers instructions.	Deep cleaned twice daily. Recorded when complete
Showers	Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required	Deep cleaned twice daily, and all touch points cleaned every 2 hours in between. Recorded when complete
Ledges/ window sills / door and cabinet handles	Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required	Deep cleaned twice daily, and all touch points cleaned every 2 hours in between. Recorded when complete
Chairs/tables/desks	Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required	Before and after use. Recorded when complete
Washable floor covering	Wash with detergent, warm water, and clean mops/squeegee/brush Sweep or vacuum clean to remove dirt when children are not present.	Daily and immediately if soiled e.g. spillage Sweep or vacuum daily Recorded when complete

Carpets	<p>Clean with an approved carpet cleaning method</p> <p>Vacuum</p>	<p>Clean carpets only when people will not be present to ensure the carpet is dry before next use</p> <p>Clean carpets at least monthly in high use areas, at least every 3 months in other areas or immediately when soiled</p> <p>Daily</p> <p>Recorded when complete</p>
Walls/ Ceilings	<p>Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required</p>	<p>Routine cleaning not required except in areas of frequent hand contact, such as lower wall/door frames etc</p> <p>Recorded when complete</p>
Waste bins	<p>Empty</p> <p>Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required</p>	<p>Daily</p> <p>Daily and immediately if soiled</p> <p>Recorded when complete</p>
Mops	<p>Mop heads should be washed in warm water and detergent, rinsed and air dried</p>	<p>After daily use</p> <p>Recorded when complete</p>
Activity Office/Reception	<p>Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels.</p>	<p>After daily use – more frequent if higher usage</p> <p>Recorded when complete</p>
Activity areas, gates, exterior objects	<p>Virucidal mist will be used via a pump spray between groups/sessions</p>	<p>After daily use and between groups</p> <p>Recorded when complete</p>
Activity items such as archery bows, arrows, rifles, karts etc where a bubble has used them	<p>Where surfaces require disinfecting, we will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019 and dry with disposable paper towels. Virucidal mist will also be used if required</p>	<p>Cleaned after each session and between groups. Some items will be quarantined for 72 hours due to their nature and following manufactures guidance</p> <p>Recorded when complete</p>
Activity items such as photo hunt, orienteering etc	<p>Made up in advance and placed into plastic envelope with pencils for the bubble.</p>	<p>Pencils can be returned, placed into the plastic envelope and will be quarantined for 72 hours before being cleaned and reused.</p> <p>Recorded when complete</p>
Vehicles	<p>Wipes supplied for each vehicle</p>	<p>Shared vehicles should be cleaned thoroughly between users with antiviral disinfectant and allowed to fully dry before use again</p>