**Room Function: Laundry**

**Cleaning Schedule**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Guidance  | Mon | Tue | Wed | Thur | Fri | Sat | Sun |
| 3 | Is the environment visibly clean?  | Check and clean walls, windows, ceilings, fans and lights. |  |  |  |  |  |  |  |
| 4 | Is the environment free from any visible damage?  | Check and report flaking paint, damaged walls/ceilings/window frames and surfaces.  |  |  |  |  |  |  |  |
| 5 | Are all furnishings and fittings visibly clean?  | Check all areas are clean, behind and under surfaces. |  |  |  |  |  |  |  |
| 6 | Are all furnishings and fittings in a good state of repair?  | Report any wear or damage. |  |  |  |  |  |  |  |
| 7 | Are all surfaces smooth, impervious (for easy cleaning). | Check and clean all surfaces. |  |  |  |  |  |  |  |
| 8 | Is the floor visibly clean?  | Check and clean the edges and corners. |  |  |  |  |  |  |  |
|  9 | Is the flooring in a good state of repair?  | Check and report rips and tears. |  |  |  |  |  |  |  |
| 10 | Are all work surfaces smooth, impervious, and easy to clean? | Check and clean all work surfaces. |  |  |  |  |  |  |  |
| 12 | Is the hand wash basin visibly clean?  | Check and clean plugholes and overflows. Remove any limescale. |  |  |  |  |  |  |  |
| 13 | Is the soap dispenser visibly clean?  | Check and clean the nozzle. |  |  |  |  |  |  |  |
| 14 | Is the tumble dryer and washing machines clean, free of lint and excess powder? | Clean and check washing machines and tumble dryers. |  |  |  |  |  |  |  |