**Room Function: Toilet**

**Cleaning Schedule**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Question** | **Guidance**  | **Mon** | **Tue** | **Wed** | **Thur** | **Fri** | **Sat** | **Sun** |
| 1 | Is the environment visibly clean?  | Check environment |  |  |  |  |  |  |  |
| 2 | Is the environment free from any visible damage?  | Check for flaking paint, damaged walls/ceilings/window frames and surfaces. Check for evidence of action taken to repair. |  |  |  |  |  |  |  |
| 3 | Are all surfaces smooth, impervious (for easy cleaning) and with coved edges? | Check and clean all surfaces. |  |  |  |  |  |  |  |
| 4 | Is the floor visibly clean?  | Check the edges and corners are clean and free of dust and grit. |  |  |  |  |  |  |  |
|  5 | Is the hand wash basin visibly clean and in good state of repair?  | Check and clean plugholes and overflows for cleanliness &build-up of lime scale. |  |  |  |  |  |  |  |
|  6 | Are hand wash basins free from extraneous items?  | remove mugs, medicine pots etc. |  |  |  |  |  |  |  |
|  7 | Is the soap dispenser visibly clean?  | Check and clean the nozzle for build up of soap and debris. |  |  |  |  |  |  |  |
|  8 | Is the paper towel dispenser visibly clean?  | Check and clean underside of dispenser. |  |  |  |  |  |  |  |
|  9 | Is the domestic waste bin clean?  | Check bins are clean externally and internally. |  |  |  |  |  |  |  |
| 10 | Are toilet(s) visibly clean?  | Check and clean underneath the toilet seat. |  |  |  |  |  |  |  |
| 11 | Are toilet brushes and holders visibly clean?  | Check and replace as required. |  |  |  |  |  |  |  |
| 12 | Are light pull cords and red emergency pull cords and toggles visibly clean?  | Check and clean the cords. |  |  |  |  |  |  |  |
| 13 | Are raised toilet seats visibly clean? | Check and underneath the raised seat. |  |  |  |  |  |  |  |