



# Cornish Holiday

A Trading name of Sound Start UK Limited (12149643)

## Document PR01

### Covid-19 Cleaners Procedure

#### Purpose

The purpose of this document is to ensure the safety of you our cleaners and guests and to ensure that the correct actions are taken to clean the self catering property to the best standard possible to ensure everyone's safety and help prevent the spread of Coronavirus.

The overriding principle is to use common sense, to protect yourself, take care to ensure the property is thoroughly cleaned and there is no possibility of cross contamination between surfaces or rooms.

#### Procedure for the cleaners.

- **You should not work at all if you have symptoms of COVID-19.**
- **You should wear masks** as it's possible that you may be contagious but not experiencing symptoms.
- You should wear, gloves, face mask and apron and avoid touching any uncleaned surfaces then touching your face.
- You should use the hand sanitiser outside before entering the property.
- **You should wash your hands immediately when you enter the property** (for at least 20 seconds with soap and warm water) and immediately after gloves are removed. If that's not possible, use a hand sanitizer with at least 60% alcohol.
- Remove any cleaning gear safely, dispose of it correctly, or sanitise accordingly after use.

#### Corona cleaning tips

- Open all the windows and doors if possible, allowing fresh air to circulate the property during the entire cleaning process.
- **Don't just sanitise – clean first then sanitise.** It's better to first clean the area with warm soapy water and then apply disinfectant (let it stand for a few minutes before wiping) to kill viruses, bacteria, and germs.
- **Use disposable cloths or paper towels** when possible or machine-wash reusable cloths at the highest heat setting after use (This must be a minimum of 60 degrees).
- **Disinfect kitchen brushes and sponges with detergent and warm water.** You could also put sponges or cloths in the microwave on high for a minute or two.
- When items cannot be cleaned using detergents e.g. **Soft Furnishings should be hoovered well and (steam cleaning is only required if it is felt there is a risk of the virus being present) sprayed with appropriate disinfectant as advised by Cornish Holiday.**

- **Laundry – machine washed at 60°C** all linens, blankets, throws and towels (even unused ones as guests may have touched them). **These should be placed in dissolvable bags by the guests.** If the guests have not done this, please place in the dissolvable bags ensuring you are wearing your PPE. Do not shake the sheets etc. **Run the washing machine on empty once a week**, either at a high temperature or with a chemical disinfectant to prevent the growth of germs if you are using your own machine. Then wash the items at over 60 degrees, if using a launderette or linen service ensure these are washed at a minimum of 60 degrees. **This must include the Mattress and pillow protectors.**

**All surfaces that guests have and may come into contact with must be cleaned and disinfected, including:**

### **General:**

Door handles  
Surfaces  
Floors  
Appliances  
Light/lamp switches  
Remote controls  
Tables  
Window sills and window handles  
Thermostats  
Keys  
Hairdryers  
Stair railings  
Ironing boards and irons  
Bins  
Plugs and cables  
Mirrors  
Furniture & chairs

### **Kitchen:**

Sinks  
Worktops  
Cabinets & handles  
Fridge and freezer  
Condiments

**Run all your dishes, pans, trays and utensils and through the dishwasher** – not just the ones that the guest used as it's likely they will have touched many of them. **The guests will be asked to load and run the dishwasher before they leave, so this should need emptying. If not all the crockery and cutlery has been washed please run the machine while you are cleaning to clean the rest.**

## **Bathroom:**

**Every surface in the bathroom should be disinfected**

Sinks

Toilets – flush handles, seats and lids

Disinfect your toilet brush

Showers and bath

Toiletries – shampoo, conditioner, body wash, soap, and soap dispensers

## **Bedrooms:**

Change all bed linen including Mattress and Pillow protectors. Wash at least 60 degrees.

Spray beds with disinfectant supplied by Cornish Holiday as this is appropriate for soft furnishings.

Hangers and luggage racks

Bed frames

Bins

Wardrobe Handles.

Bedside Lights.

Clocks.

Radiator / Heater Thermostats.

## **Cleaning:**

Vacuum cleaners

Cleaning supplies & equipment

## **Other amenities:** Wipe and disinfect.

Toys

Games

Books,

DVD's,

Wii Games.

Visitor information and leaflets. We are hoping to supply disposable packs so please just dispose of any left at the property.

## **Outside:** Wipe and disinfect.

Side Gate Handle.

Bin Lids.

Outside Table & Chairs.

Beach Box and Contents.

### **Before you leave:**

- Leave out Hand Sanitiser for each Guest.
- Ensure there is soap in the bathroom and Kitchen.
- Leave laminated card out informing guests the property has been cleaned to Covid-19 procedure and compliance.

### **As you Leave the Property:**

Please make sure the entry process is disinfected.

Keysafe and keys inside.

Door Handles,

Letterbox,

Door Bell.

Automatic Hand Sanitser.