

Check List for Cleaning Self-Catering Units

Date

Property Name

Cleaned by

Signed

Appropriate protective clothing should be worn when cleaning, and protective clothing should be changed between properties.

Cleaning Check List

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.

Entrance	
Key lock box cleaned	
Keys cleaned	
External handles wiped and disinfected	
Communal Parts	
Internal doors and door furniture wiped and disinfected	
Wipe down walls (children's handprints)	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Surfaces, wiped and disinfected	
Window handles cleaned	
Floors hoovered and sprayed with virucidal disinfectant mist	
Living Spaces	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces and furniture, wiped and disinfected	
Electrical equipment, wifi hub and remote controls wiped down	

Soft furnishings and curtains sprayed	
Mirrors cleaned	
Window handles cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Hard flooring hoovered and mopped with virucidal disinfectant	
Empty Bins and disinfect	
Kitchen and dining area	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces and furniture, wiped and disinfected	
Curtains & blind sprayed	
Window handles cleaned	
Hard flooring hoovered and mopped with virucidal disinfectant	
Empty Bins and disinfect	
Washing machine / dish washer / microwave / kettle / toaster: clean and sanitise doors, handles and controls	
Oven and hob: clean and disinfected surfaces, doors, handles and controls	
Fridge: clean and disinfected inside and out, including handle	
Pans, crockery, utensils to be washed in the dishwasher	
Drawers and cupboards wiped and disinfected	
Floor hoovered and mopped with virucidal disinfectant	
Clean and disinfect high chair	
Wipe down fire extinguishers	
Bedrooms	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
All surfaces and furniture, wiped and disinfected	
Electrical equipment, TV and remote controls wiped down	

Drawers and cupboards wiped and disinfected	
Soft furnishings and curtains sprayed with antiviral	
Mirrors cleaned	
Window handles cleaned	
Carpets hoovered and sprayed with virucidal disinfectant mist	
Empty Bins and disinfect	
Cot wiped down and cleaned	
Bathrooms	
Internal doors and door furniture wiped and disinfected	
High level surfaces dusted	
Light and power switches wiped and disinfected	
Clean shower / bath / sink including pedestals and splashbacks	
Clean shower head	
Clean and sanitise taps	
Clean plugholes and pour disinfectant down	
Clean and sanitise toilet bowl using a toilet brush to agitate the cleaning process and include under the toilet rim	
All surfaces and furniture, wiped and disinfected	
Shaver point and light wiped down	
Blinds sprayed	
Mirrors cleaned	
Window handles cleaned	
Hard flooring hoovered and mopped with virucidal disinfectant	
Soak toilet brushes in bleach	
Outside Space	
Disinfect bin lids	
Clean outdoor furniture and gates	
Clean outside storage shed handle and recycling containers and Tumble dryer	
Clean Barbeques	

