



**SPECIFICATION FOR THE CLEANING OF**

**COMMUNAL AREAS IN A**

**HOUSING WITH CARE SCHEME**

Revised Nov 2022

## **Corridors and Seating Areas**

### **Weekly**

- Vacuum all communal areas
- Wipe down windowsills, handrails, fire extinguishers any other uncluttered surfaces within reach
- Mop hard flooring
- De-cobweb all communal areas
- Wipe down armrests on chairs and check for debris between cushions, vacuum where necessary

### **Monthly**

- Clean all low/medium level light fittings, radiators, and skirtings

### **Yearly**

- Contractor to complete carpet cleans
- Wipe picture frames

## **Communal WC's and Bathrooms**

### **Weekly**

- Replenish stocks of hand towels/soap/toilet roll as required
- Mirrors and all ledges/sills to be cleaned as necessary
- Wipe down sinks and pipes behind
- Clean toilet and pipes behind
- De-cobweb all areas
- Empty bin and wipe lid - replace bag if required
- Mop flooring

## **Monthly**

- Taps and sinks to be cleaned with descaler and polished
- Tiles to be cleaned as necessary
- Toilet bowl to be cleaned with descaler
- Scrub floor to remove any build-up
- Clean all low/medium level light fittings, radiators, and skirtings

**UNDER NO CIRCUMSTANCES ARE ASSISTED BATHS TO BE CLEANED AS PART OF THIS SPECIFICATION**

## **Laundry Rooms**

### **Weekly**

- Vacuum and mop flooring
- De-cobweb all areas
- All ledges and sills to be cleaned as necessary
- Replenish stocks of hand towels and soap as required
- Wipe down sinks and pipes behind
- Empty bin and wipe lid - replace bag if required

### **Monthly**

- Taps and sinks to be cleaned with descaler and polished
- Tiles to be cleaned as necessary
- Scrub floor to remove any build-up
- Clean behind machines and remove any fluff build-up from vents if possible
- Clean all low/medium level light fittings, radiators, and skirtings

## **Kitchenettes**

### **Weekly**

- Replenish stocks of hand towels and soap as required
- Wipe down any uncluttered sinks and shelves
- Wipe down doors of kitchenettes

### **Monthly**

- Taps and sinks to be cleaned with descaler and polished

### **Broadland cleaners are not responsible for:**

- The dining room tables and chairs
- Hairdresser's room
- Any items not owned by Broadland incl. tv's, speakers etc
- Guest rooms
- Norse staff rooms
- Clinical waste bins