



Ballindaggin National School

Ballindaggin,
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Cleaning Schedule for Ballindaggin NS

The tables below outline the cleaning methods and frequencies required for the main areas within our school that need cleaning.

The following areas within our school require routine cleaning:

Walls, floors, windows, window-sills, ceilings, light fittings and covers, doors, including handles, toilets, wash hand basins, cupboards, shelving, radiator and radiator covers, refrigerator, food storage facilities, sinks, tables, including underside and legs, work and play surfaces, chairs, plates, cups, cutlery, toys etc.

Very Important; Note on use of reusable cloths:

Separate cloths need to be used for each classroom and each area in the classroom.

One cloth to be used to clean classroom toilet area.

Separate cloth to be used to wipe down all other areas.

High areas to be wiped down first i.e. start by wiping down hand sanitisers, light switches, window sills and finish with tables and chairs.

Cloths to be placed in bucket after one use and washed at the end of the daily clean at 60degrees in the washing machine.

This means approximately 15 cloths or more to be used daily.

Cleaning staff are to wash hands before cleaning each separate area of the school.

General Environment Cleaning Program

Area/Item	Method	Frequency/Comments
window sills / hand sanitisers/ door and cabinet handles	Clean with neutral detergent and clean cloth	Daily and immediately if soiled i.e. if soiled with blood or body fluids, following cleaning, disinfect, rinse and dry
Classroom tables and chairs	Clean with neutral detergent and clean cloth	Daily; if soiled with blood or body fluids, following cleaning, disinfect, rinse and dry
Vinyl flooring	Wash with detergent, warm water and clean utensils Vacuum clean to remove dirt when children are not present.	Daily and immediately if soiled e.g. spillage Vacuum daily
Carpets	Clean with an approved carpet cleaning method Vacuum	Clean carpets only when children will not be present to ensure the carpet is dry before next use Clean carpets at least monthly in infant areas, at least every 3 months in other areas or immediately when soiled Daily
Walls/ Ceilings	Clean with warm water and general purpose detergent. If soiled with blood or body fluids, following cleaning, disinfect	Routine cleaning not required except in areas of frequent hand contact, such as lower wall/door frames.
Waste bins	Empty Clean with neutral detergent and warm water	Daily Weekly and immediately if soiled

Corridors	<p>Floors to be mopped using a neutral detergent.</p> <p>Door handles and frequently touched surfaces to be wiped down.</p> <p>Hand sanitisers to be wiped down.</p>	<p>Daily</p> <p>Daily</p> <p>Daily</p>
Mops and cleaning cloths	<p>Mop heads should be washed in washing machine at 60degrees</p> <p>Reusable cloths must be laundered daily on a hot wash cycle (at least 60°C) in a washing machine</p>	<p>After daily use</p> <p>After daily use</p>
Mop bucket	<p>To be cleaned out and sterilized</p>	<p>After daily use</p>

Staff and classroom Toilet Area Cleaning Program

Area/Item	Method	Frequency / Comments
Wash hand basins, taps, surrounding counters, soap dispensers, paper towel dispensers.	Clean with detergent and clean cloth.	At least daily and immediately if soiled. If soiled with blood or body fluids, following cleaning, disinfect, rinse and dry.
Both sides of toilet seat, toilet handles, door knobs or cubicle handles.	Clean with detergent and cloth.	At least daily and immediately if soiled. If soiled with blood or body fluids, following cleaning, disinfect, rinse and dry.
Toilet bowls	Use toilet cleaner as per manufacturer's instructions.	At least daily and immediately if soiled.