



Shining Cliff Hostel
The Hostel in the Woods

Activity	Completed	Comments
External area		
Picnic tables cleaned		
External door wiped down		
Keysafe cleaned and disinfected		
Keypad and door handles disinfected after cleaning.		
Disinfect outdoor hose handle and outdoor tap		
Clean windows, sills and fire door		
Sweep path		
Entrance lobby		
Wash with water and detergent then disinfect:		
Bench		
Coat hooks		
Fan switch and heater pull cord		
Brush and mop handles		
Wall between doors as common touch point		
Vacuum rug		
Check fan and heater working		
Vacuum rug		
Steam clean flooring		

Activity	Completed	Comments
Gecko Blaster		
Wash with water and detergent then disinfect:		
Bed frames (not including the slats)		
Windowsill, frame and handles		
Storage units and clothes hangers		
Spare pillow boxes		
Door on both sides		
Light switch		
Panel heater		
Check bin clean		
Check mattress cover, make up beds/leave linen on beds		
Check lights working and curtains working		
Steam clean touch points on curtains		
Steam clean flooring		
The Bat House		
Wash with water and detergent then disinfect:		
Bed frames (not including the slats)		
Windowsill, frame and handles		
Storage units and clothes hangers		
Spare pillow boxes		
Door on both sides		
Light switch		

Activity	Completed	Comments
Panel heater		
Check bin clean		
Check mattress cover, make up beds/leave linen on beds		
Check lights working and curtains working		
Steam clean touch points on curtains		
Steam clean flooring		
Holly Days		
Wash with water and detergent then disinfect:		
Bed frames (not including the slats)		
Windowsill, frame and handles		
Storage units and clothes hangers		
Spare pillow boxes		
Door on both sides		
Light switch		
Panel heater		
Check bin clean		
Check mattress cover, make up beds/leave linen on beds		
Check lights working and curtains working		
Steam clean touch points on curtains		
Steam clean flooring		

Activity	Completed	Comments
Pillar Chimney		
Wash with water and detergent then disinfect:		
Bed frames (not including the slats)		
Windowsill, frame and handles		
Storage units and clothes hangers		
Spare pillow boxes		
Door on both sides		
Light switch		
Panel heater		
Check bin clean		
Check mattress cover, make up beds/leave linen on beds		
Check lights working and curtains working		
Steam clean touch points on curtains		
Steam clean flooring		
The Far Side		
Wash with water and detergent then disinfect:		
Bed frames (not including the slats)		
Windowsill, frame and handles		
Storage units and clothes hangers		
Spare pillow boxes		
Door on both sides		
Light switch		
Electrical sockets		

Activity	Completed	Comments
Panel heater		
Check bin clean		
Check mattress cover, make up beds/leave linen on beds		
Check lights working and curtains working		
Steam clean touch points on curtains		
Steam clean flooring		
Kitchen		
Wash with water and detergent then disinfect:		
fridge		
freezer (outside only as no inner touch points)		
microwave		
cooker knobs and handles		
drawer handles		
electrical sockets		
extractor fan touch points		
compost bin		
chopping boards and stand		
water boiler touch points		
toaster		
cleaning and tea towel boxes		
first aid kits		
hot plates		

Activity	Completed	Comments
condiment bottles & containers		
landfill bin		
recycling bin		
all cupboards and worktops		
sink units, taps, drainers and wash bowls		
Wash all crockery and cooking utensils		
Clean inside cooker and hob with water and detergent		
Clean extractor hood top and filters		
Oven check working		
Check gas rings working		
Check extractor fan working		
Check levels of soap, detergent, tea towels, cleaning products		
Lounge		
Wash with water and detergent then disinfect:		
windowsills, handles		
grey drawer unit		
radio		
standard lamps		
pine cupboard		
light switches		
hand sanitiser dispenser		
internal door both sides		
fire alarm panel and clipboards		

Activity	Completed	Comments
electrical sockets		
storage heater		
Steam clean touch points on curtains		
Steam clean lounge chairs		
Steam clean lounge flooring		
Check all lights on panel working		
If packaged books then check if any need removing for 72 hours		
If packaged board games check if any need removing for 72 hours		
Dining room		
Wash with water and detergent then disinfect:		
3 tables		
all chairs		
window sill and handles		
Storage heater		
Fire door inside and out		
Standard lamp		
Map frame and plastic		
Steam clean curtain touch points		
Check if trestle table used - clean and disinfect if has been.		
Check curtains working		
Steam clean flooring		

Activity	Completed	Comments
Bathroom lobby		
Wash with water and detergent then disinfect:		
sink, taps, sink surround and tiles		
hand sanitizer dispenser		
cupboard doors		
storage heater		
light switches		
paper towel dispenser		
Check sufficient sanitizer and paper towels		
Steam clean flooring		
Left bathroom		
Change toilet compost bin		
Wash with water and detergent then disinfect:		
Basin and taps		
Hand soap container		
Paper towel and toilet roll dispensers		
Door - both sides		
Light pull cord		
Window sill and frame		
Toilet		
Water jug for toilet		
Shower cubicle		

Activity	Completed	Comments
Pipework		
Heater pull cord		
Bin		
Change shower mat and shower curtain		
Check sufficient paper towels, sanitary bags and toilet roll		
Top up water jug for toilet		
Steam clean flooring		
Middle bathroom		
Change toilet compost bin		
Wash with water and detergent then disinfect:		
Basin and taps		
Hand soap container		
Paper towel and toilet roll dispensers		
Door - both sides		
Window sill and frame		
Toilet		
Water jug for toilet		
Shower cubicle		
Pipework		
Heater pull cord		
Bin		
Change shower mat and shower curtain		

Activity	Completed	Comments
Check sufficient paper towels, sanitary bags and toilet roll		
Top up water jug for toilet		
Steam clean flooring		
Left bathroom		
Change toilet compost bin		
Wash with water and detergent then disinfect:		
Basin and taps		
Hand soap container		
Paper towel and toilet roll dispensers		
Door - both sides		
Window sill and frame		
Toilet		
Water jug for toilet		
Shower cubicle		
Pipework		
Heater pull cord		
Bin		
Change shower mat and shower curtain		
Check sufficient paper towels, sanitary bags and toilet roll		
Top up water jug for toilet		
Steam clean flooring		

Activity	Completed	Comments
Woodland Classroom		
Wash with water and detergent then disinfect:		
Padlock		
Entrance door touch points		
Bench seating		
Windows		
Walls		
Brush and dustpan handles		
Light switch		
Check lights working		
Check no unsafe items in bench lockers		
Check store cupboard door locked		
Check fire extinguisher patent		
Check bin empty		
Mop flooring		
Outdoor toilet		
Wash with water and detergent then disinfect:		
Hand sanitiser dispenser		
Walls and shelving		
Toilet		
Door inside, door handles, door lock and padlock		
Check sufficient hand sanitiser and toilet roll		
Check toilet empty and topped up with flushing water		