

Covid-19 Risk Assessment for Cleaning of Different Surfaces in Self Catering Holiday Accommodation

Property Name **The Old Forge, West Lutton**
 Date of Assessment **18/06/20**
 Assessment Carried out by **Caroline Bradshaw**

Date of Next Review: **18/07/20**
 Notes:

What are the Hazards?	Specific Surfaces	What are you already doing to control the Risk?	What further action do you need to take to control the risk?	Risk Factor / Urgency		
				High	Medium	Low
Hard Surfaces to be cleaned & then Disinfected	Keybox, keys, door handle & door pushplate. Door handles & door frames where hand contact is likely throughout. Window handles throughout. Light switches, power points, & lamp switches throughout. TV, Video, DVD, & Sound System Remote Controls. All furniture throughout.	Cleaning where necessary at each changeover.	Clean all areas with hot soapy water & then disinfect with Envirosafe Multi Surface Cleaner.			
Soft Furnishings	Decorative bed & sofa cushions Mattress & Pillow Protectors Duvets & pillows	All decorative cushions have been removed temporarily. Review the situation in 3 months' time. Mattress & pillow protectors to be changed at each changeover if less than 72 hours between next guests. Pillow provision reduced to 1 pillow per head space, so fresh pillows can be provided for each guest.	Duvets to be misted with Envirosafe.			
Kitchen Furniture, Appliances & Utensils	Kitchen worktop & Cupboard Door Handles. Kettle, Toaster, & Microwave Controls & Handle. Oven Controls & Handles, Washing Machine Controls & Door, Dishwasher Controls & Door. Tea, coffee & sugar canisters. Saucepan handles & lids. Knives & utensils. Glassware, Crockery & Cutlery	Cleaning at each changeover with kitchen cleaners. Number of items reduced to 1 of each item per person.	Spray Envirosafe FS onto a clean cloth and apply liberally to all worksurfaces, controls, door handles & high touch points at every changeover. All items of Glassware, Crockery & Cutlery to be loaded into dishwasher and put through full cycle on changeover day.			

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Bathroom	Toilet Seat & Flush, Sink front & Taps, Bath Taps, Shower Controls, Shower Screen & Shower Screen Door Handles.	Cleaning at each changeover with bathroom cleaners.	Spray Envirosafe Multi Surface onto a clean cloth & disinfect.			
Flooring	Stone floors throughout	Stone floors vacuumed & mopped using floor cleaner at every changeover.	Mop stone floors throughout with diluted Envirosafe Multi Surface to disinfect.			
Notes on completion	Living room rug	Vacuumed at every changeover.	After vacuuming mist with Envirosafe MS.			