

# CLEANING SCHEDULE

**Washrooms** M T W T F S S

- Clean and sanitise sinks
- Refill hand wash
- Remove rubbish and replace bin liners
- Refill toilet roll
- Clean and polish mirrors
- Clean and disinfect toilets
- Refill shower soap
- Clean shower and taps
- Dust fittings
- Mop and disinfect floors
- Replace empty air fresheners
- Clean and sanitise lockers

**Main Gym Floor** M T W T F S S

- Refill wet wipes
- Disinfect water fountain
- Clean and sanitise cardio equipment
- Clean and sanitise lifting platforms
- Clean and sanitise free weights area
- Clean and sanitise resistance machines
- Return all free weights to correct location
- Straighten stretching mats
- Vacuum and mop under gym equipment
- Wipe down vending machines

**Kitchen/Staff room** M T W T F S S

- Wash work surfaces
- Mop floor
- Clean microwave
- Wipe sinks
- Refill kitchen towels
- Refill hand wash
- Clean out fridge
- Change/ launder tea towels
- Wash dishes
- Vacuum/ brush floors including behind door
- Remove rubbish and replace bin liners
- Empty/ wash coffee machines

**Reception** M T W T F S S

- Straighten floor mats/ cushions
- Remove fingerprints from light switches
- Clean window sills
- Empty bins
- Mop floors
- Wash front door glass
- Vacuum all carpets

**Studio** M T W T F S S

- Rubbish removed
- Mirrors cleaned and polished
- Equipment returned to original layout
- Wipe all horizontal surfaces with disinfectants
- Vacuum floors
- Mop floors
- Dust windows and blinds

**Office** M T W T F S S

- Vacuum/ brush floors including behind door
- Remove rubbish and replace bin liners
- Empty paper shredder
- Dust windows and blinds
- Wipe all horizontal surfaces with disinfectants

**Are You Fully Stocked? Consult Our Gym Supplies Checklist!**

**HYGIENE4LESS**  
www.hygiene4less.co.uk

T: +44 (0) 1284 810887  
E: info@hygiene4less.co.uk  
Bury St Edmunds, IP28 6RD, UK

- Specialist Gym Wet Wipes
- Gym Hard Surface Sanitiser
- Hand Sanitiser

- Hand Wash
- Floor Cleaner
- Toilet Cleaner

- Crash Mat Sanitiser
- P-Wave
- Floor Polish

- Tissues
- Disinfectant
- Glass Cleaner

- Deodoriser
- Sol Sunbed Sanitiser
- Laundry Products

- Blue Roll
- Dishwashing Products
- Toilet Tissue