

Area	Description	Before meeting	After meeting
Toilets	Toilet seat cleaned with D10 cleaning solution		
	Sink and tap cleaned with D10 cleaning solution		
	Door handles wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Door locks wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Light switch wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Floor Mopped with a D10 cleaning solution	N/A	
Kitchen	Sink and tap cleaned with an anti-bacterial wipe and/or D10 cleaning solution		
	Door handles wiped with an anti-bacterial wipe and/or D10 cleaning solution		
Small Hall (if used)	Door handles wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Light switch wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Floor Mopped with a D10 cleaning solution	N/A	
Large Hall (if used)	Door handles wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Light switch wiped with an anti-bacterial wipe and/or D10 cleaning solution		
	Floor Mopped with a D10 cleaning solution	N/A	
Office	N/A at amber	N/A	N/A
Entrance Hall	Door handles wiped with an anti-bacterial and/or D10 Cleaning Solution	N/A	
	Light switch wiped with an anti-bacterial and/or D10 Cleaning Solution	N/A	
General	Mop bucket emptied, mop and bucket left disinfecting with Milton solution	N/A	

Name		Date	
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Quantities

Suma Bac D10 2% solution (20ml D10 to 1l water) For cleaning
 Make up in mop bucket and top-up spray bottle
 Milton Fluid 1% solution (10ml Milton to 1l water) For disinfecting

Suma Bac D10 and Milton Fluid are stored under the kitchen sink

Each age group have their own mop, to allow sufficient time for mop disinfection

Green Beavers
 Yellow Cubs
 Red Scouts