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## NGSC Supervisors Cleaning Checklist

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please tick each item as you have completed cleaning them

<input type="checkbox"/>	Wipe down metal poles of bars, pbars and high bars	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Wipe down front desk	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Spray desk chair at end of shift	Use Glen 20 spray
<input type="checkbox"/>	Assign coaches to wipe down seating area	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Assign coaches to wipe down handrails in seating area	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Assign coaches to wipe down trampoline mats	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Wipe down door handles on entry and exit doors	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Wipe down handles on toilet doors and buttons	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Wipe down laptop, keyboard and mouse (after use)	Use disinfectant wipes
<input type="checkbox"/>	Wipe down stair handrails	Use disinfectant wipes/ sanitising spray and paper towel
<input type="checkbox"/>	Ensure that toilets have enough toilet paper, soap and hand towel	
<input type="checkbox"/>	Ensure that coaches cleaning caddy is fully stocked	

Signature \_\_\_\_\_