

COVID-19 CLEANING CHECKLIST

Room Hire

Our priority is the health and safety of our congregation and the community. In light of the current risks around COVID-19 we ask that, to keep our spaces safe, you follow the cleaning checklist on departure.

1. Sanitise your hands (see poster for effective process)
2. Put on gloves
3. Using paper towel and a cleaner/sanitiser solution, or your own antibacterial wipes, please wipe down the following based on use:

<input type="checkbox"/> Door handles <input type="checkbox"/> Chairs <input type="checkbox"/> Hand rails <input type="checkbox"/> Table tops <input type="checkbox"/> Taps and basins	<input type="checkbox"/> Toilet seats <input type="checkbox"/> Any equipment you provide for use during your booking (eg. Barre, mobile device, stereo) <input type="checkbox"/> Any other surfaces touched by you or other users during your booking
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4. Dispose of paper towel/wipes in the provided bin and return cleaning product to the cupboard (please notify the numbers below if any supplies are running low)
5. Remove your gloves (pinching above the wrist and peeling inside out) and place them in the provided waste bin
6. Sanitise your hands (see poster for effective process)
7. Complete the table below.

Please email Ruth Burgess (bookings@hobartbaptist.org.au) if there is an issue that needs attending to before the next booking.

Name of hirer/user	Date	Time of booking (eg. 9:00-10:00am)	Cleaned on departure (tick)	Signature of hirer/user