

ELPHIN ***SPORTS*** --- ***CENTRE***

BASKETBALL - BADMINTON - TABLE TENNIS
INDOOR SOCCER - MARTIAL ARTS
MULTI PURPOSE STADIUM

CLEANING **PROCEDURES** **SUMMARY**

VERSION 1.0

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The following outline the different sections of Elphin Sports Centre and what is required for each.

1. FLOORS

A) CARPET

For Carpet floors, vacuuming of all areas.

For any spillages on carpet, spot cleaning with a suitable product.

B) HALL

The Hall floors are to be V-Mopped and washed with a water solution containing Gymclean either by mop and bucket or with a mechanical floor washer.

Any bodily fluids on the floor after a training or competition session shall require spot cleaning at least with either a water solution with Gymclean or Versedat Floor Cleaner with a mop and bucket

Note that only products approved for use on the Hall Floors may be used for cleaning. For any questions as to what is acceptable please speak with the Elphin Sports Centre Staff.

C) LINO/HARD SURFACE

Lino and Hard Surface floors must be swept and then cleaned with a water solution with Versedat.

Lino based floor areas may also be buffed with a high-speed floor polisher with a spray solution of Sleek50.

2. HANDBASINS

Handbasins refers to the sinks and benches that are in the toilets/changerooms. They require cleaning with the Vitality Bathroom Cleaner, Accent Disinfectant and/or a surface sanitiser solution on all surfaces and touch points.

3. TOILETS

For toilets, cleaning with the Vitality Bathroom Cleaner or Accent Disinfectant depending on the surface. For the toilet bowl, including the seat cleaning with Vitality Bathroom Cleaner, while the touch points (such as Toilet Paper Dispenser, Toilet Flush Buttons and Toilet Door Handles) need to be cleaned with either the Vitality Bathroom Cleaner, Accent Disinfectant, or suitable surface sanitiser.

4. DOOR HANDLES/SWITCHES

Door Handles/Switches are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

5. HORIZONTAL SURFACES

Horizontal surfaces refer to any flat surface people may have touched, or placed objects on at any stage. Example of this would be any tables, ledges, etc.

These surfaces must be cleaned with surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

6. BAG/CLOTHES HOOKS

Bag/Clothes Hooks in changerooms are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

7. SHOWERS

The showers in the changerooms require cleaning with the Vitality Bathroom Cleaner or Accent Disinfectant for the shower taps and shower head. For the shower cubicle/area floor, cleaning with Versedat floor cleaner is required with a mop and bucket.

8. HANDRAILS

Handrails are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

9. SANITISER STATIONS

Sanitiser Stations are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

Along with this, they must be checked and refilled with hand sanitiser solution and the dispensing mechanism checked.

10. SEATING

Fixed and Temporary Seating are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

11. RUBBISH BINS

Rubbish bins are to be cleaned with a surface sanitiser solution on any handles. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Bins must also be emptied, and fresh bin liner placed in.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

12. DESKS

Desks, including drawer handles are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

13. KITCHEN SINK/BENCH

Kitchen Sink and Benches are to be first wiped down so any food or rubbish on them is cleaned off and correctly disposed of, and then are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

14. SCOREBENCH

Scorebenches are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method must be use can be direct to the Elphin Sports Centre Staff.

Please note that care must be taken when cleaning any of the scoreboard controls, so not to cause any damage to the controllers.

15. COMPUTERS & PHONES

Computers and Phones (not including personal Mobile Phones) are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

Care must be taken to not damage any electronic devices. If a solution must be left on a device/surface for a period of time, care must be taken not to cause fluid to enter any part that may cause damage.

16. TABLE TENNIS TABLES

Table Tennis Tables are to be dusted and then cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

17. LIFT

The Lift is to be cleaned with a surface sanitiser solution on all handles and buttons. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

The floor of the Lift is to be swept and then cleaned with a water solution with Versedat.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

18. BAR

In the Bar, all flat surfaces are to be wiped down so any food or rubbish on them is cleaned off and correctly disposed of, and then are to be cleaned with a surface sanitiser solution.

For fridge door handles, light switches, and other touch points, they must also be cleaned with a surface sanitiser solution.

Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

19. OFFICE EQUIPMENT

Pens, Pencils, Rulers, and other miscellaneous office equipment is to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

Care must be taken to not damage any electronic devices. If a solution must be left on a device/surface for a period of time, care must be taken not to cause fluid to enter any part that may cause damage.

20. VENDING MACHINES

Vending Machines are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

21. ICE FREEZER

Ice Freezer, and Ice Machine are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

22. BARRIERS

Portable Barriers, including those in Table Tennis Hall are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

23. SPORTS SPECIFIC EQUIPMENT

A) BADMINTON

Badminton Nets and Poles are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

Shuttles must be cleaned to specifications as outlined by Badminton Tasmania.

B) BASKETBALL

Basketballs must be cleaned to specifications as outlined by Basketball Tasmania.

C) FUTSAL

Futsal Goals are to be cleaned with a surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.

Fustal Balls must be cleaned to specifications as outlined by Northern Futsal or Football Federation Tasmania.

24. TRAINING EQUIPMENT

Training Equipment must be wiped down with surface sanitiser solution. Solution must either be sprayed on or wiped over with a cloth and left to dry, depending on the type of sanitiser used.

Any questions regarding which method to use, direct to the Elphin Sports Centre Staff.