Cleaning tips

As an association managing a site you have to ensure you protect people from harm and this includes taking reasonable steps to protect your volunteers and others from coronavirus. As you are aware the virus can transfer from people to surfaces, then it can be passed onto others who touch the same surfaces. So, keeping your site facilities clean reduces the coronavirus to spread and is a part of making your site COVID-secure.

Before deciding what cleaning needs to take place, you will need to undertake a risk assessment, in this case by:

- Identify what activities or situations might cause transmission from the virus
- Think about who could be at risk
- Decide how likely it is someone could be exposed
- Act to remove the situation or activity if it isn’t possible to control the risk

Your risk assessment should help you identify what your cleaning regime will look like but there are some general things to consider:

Identify frequently touched surfaces, this just gives examples - you may have more:

- Tables, desks platforms
- Handles on doors, windows rails, dispensers and water coolers
- Common areas
- Vehicles handles, control panels of machinery, control pads and switches
- Taps, kettles water heaters and cupboards
- Shared equipment like tools, machines, vehicles and delivery boxes
- Post and goods coming onto the site

There are two components in an adequate cleaning regime:

- Deep cleaning which is a thorough clean of all frequently touched surfaces at least once per day
- Periodic cleaning at different times throughout the day, immediately after use as well as cleaning surfaces on a regular basis

For Government Guidance about cleaning [CLICK HERE](#)