

Band Room

Code: ANCMF-AU-EF-BR-01 • Facility: Education Facility • Frequency: daily

Scope of Work

- Dust all surfaces, including musical instruments, stands, and shelves.
- Vacuum carpeted areas and spot clean stains as necessary.
- Mop hard floors using a damp mop and appropriate cleaning solution.
- Sanitise high-touch surfaces such as door handles, light switches, and taps.
- Empty rubbish bins and replace liners.
- Clean and sanitise windows and mirrors.
- Ensure air vents are free from dust and debris.

Method

1. Use a colour-coded cleaning system to prevent cross-contamination.
2. Begin by dusting all surfaces with a microfibre cloth.
3. Vacuum carpets using a HEPA-filter vacuum cleaner.
4. Mop hard floors with a damp mop, using a neutral pH cleaning solution.
5. Sanitise high-touch surfaces with an approved disinfectant.
6. Empty rubbish bins, replace liners, and dispose of waste according to facility guidelines.
7. Clean windows and mirrors with a glass cleaner and microfibre cloth.
8. Inspect and clean air vents to ensure they are free from dust.

Equipment

- Microfibre cloths
- HEPA-filter vacuum cleaner
- Damp mop and bucket
- Neutral pH cleaning solution
- Approved disinfectant
- Glass cleaner
- Colour-coded cleaning cloths
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are free from dust and marks; carpets are clean with no visible stains; floors are spotless and dry; high-touch surfaces are sanitised and free from smudges; windows and mirrors are streak-free; air vents are clean.
Good	Minor dust on surfaces; carpets have minimal stains; floors are clean with slight dampness; high-touch surfaces are mostly sanitised; windows and mirrors have minor streaks; air vents have minimal dust.
Pass	Noticeable dust on some surfaces; carpets have visible stains; floors are clean but damp; high-touch surfaces are partially sanitised; windows and mirrors have visible streaks; air vents have some dust.
Fail	Significant dust and marks on surfaces; carpets are stained; floors are dirty or wet; high-touch surfaces are not sanitised; windows and mirrors are streaked; air vents are dusty.