

Outdoor Learning Area

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

Scope of Work

- Remove all rubbish and debris from the area.
- Sweep all hard surfaces, including pathways and seating areas.
- Sanitise all outdoor furniture and equipment.
- Clean and sanitise any outdoor play equipment.
- Ensure all rubbish bins are emptied and sanitised.
- Spot clean any visible stains or spills on surfaces.
- Check and clean any outdoor taps and drinking fountains.
- Ensure all signage is clean and legible.

Method

1. Begin by collecting all visible rubbish and debris, placing it in the appropriate rubbish bins.
2. Use a broom to sweep all hard surfaces, ensuring all dirt and leaves are removed.
3. Prepare a sanitising solution according to manufacturer instructions and use a cloth to wipe down all outdoor furniture and equipment.
4. For outdoor play equipment, use a sanitising spray and allow to air dry.
5. Empty all rubbish bins, replace liners, and sanitise the bin surfaces.
6. Use a damp cloth to spot clean any stains or spills on surfaces.
7. Check outdoor taps and drinking fountains for cleanliness, wiping down with a sanitising solution if necessary.
8. Wipe down all signage to ensure it is clean and legible.

Equipment

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| • Broom | • Cloths | • Colour-coded cleaning cloths |
| • Dustpan | • Sanitising spray | • Cleaning trolley |
| • Sanitising solution | • Rubbish bin liners | |

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free of debris. No stains or marks are present. All equipment is sanitised and dry. Rubbish bins are empty and sanitised. Signage is clean and legible.
Good	Minor debris present in less than 5% of the area. Surfaces are mostly clean with no more than one minor stain. Equipment is sanitised. Rubbish bins are empty but may have minor marks. Signage is mostly clean.
Pass	Some debris present in less than 10% of the area. Surfaces have minor stains or marks. Equipment is mostly sanitised. Rubbish bins are emptied but not sanitised. Signage is legible but not entirely clean.
Fail	Significant debris present in more than 10% of the area. Surfaces have visible stains or marks. Equipment is not sanitised. Rubbish bins are full or not sanitised. Signage is dirty or illegible.