

Student Toilets

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

Scope of Work

- Thorough cleaning and sanitising of all toilet fixtures including bowls, seats, and lids.
- Wiping and sanitising of sinks, taps, and surrounding surfaces.
- Cleaning and polishing of mirrors and glass surfaces.
- Emptying and sanitising of rubbish bins.
- Refilling of soap dispensers and toilet paper holders.
- Dusting and wiping of partitions, doors, and handles.
- Mopping and sanitising of floors using appropriate cleaning solutions.
- Removal of any graffiti or marks from walls and partitions.
- Ensuring all areas are free from unpleasant odours.

Method

1. Prepare cleaning trolley with all necessary supplies and ensure colour-coded cleaning cloths are used for different areas to prevent cross-contamination.
2. Begin by emptying rubbish bins and replacing liners.
3. Apply cleaning solution to toilet bowls, seats, and lids; scrub and sanitise thoroughly.
4. Wipe and sanitise sinks, taps, and surrounding surfaces using appropriate cleaning agents.
5. Clean mirrors and glass surfaces with glass cleaner for a streak-free finish.
6. Dust and wipe partitions, doors, and handles with a damp cloth.
7. Mop floors with a sanitising solution, ensuring all areas are covered.
8. Refill soap dispensers and toilet paper holders as needed.
9. Conduct a final inspection to ensure all areas meet cleanliness standards.

Equipment

- Cleaning trolley with colour-coded cleaning cloths and mops.
- Sanitising solutions and cleaning agents.
- Glass cleaner.
- Rubbish bin liners.
- Disposable gloves and personal protective equipment (PPE).
- Dusting cloths and brushes.
- Floor mop and bucket.

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dirt or marks. No unpleasant odours present. Fixtures are polished and free of water spots. Supplies are fully stocked.
Good	Surfaces are clean with minimal marks. No strong odours present. Fixtures are mostly free of water spots. Supplies are mostly stocked.
Pass	Surfaces are generally clean but may have some marks. Mild odours may be present. Fixtures have some water spots. Supplies are low but available.
Fail	Surfaces are visibly dirty or marked. Strong unpleasant odours present. Fixtures have significant water spots. Supplies are depleted.