

# Final Clean Up Jobs

## Main Camp

- All accommodation: - Empty room of bags and rubbish  
- Vacuum where the mattresses have sat  
- Stand mattresses, blue side facing out  
- Clean windows and sills  
- Sweep lino or vacuum carpet right under bed/ bunks

Person In Charge:

Lake cabins (1-10) mop with disinfectant (*Not hot water!*) and squeegee remaining water out the door

River cabins and lagoon Suites clean sinks with Chemico, clean toilets and showers with disinfectant, then mop with disinfectant into a bucket. *Not hot water!*

- Lake Cabin Toilets: (1-10)  
- Wipe toilets with disinfectant (flusher, lid, seat, bowl)  
- Scrub toilet bowl with toilet brush  
- clean sinks with Chemico  
- Wipe down showers with disinfectant  
- Remove rubbish empty bins  
- Hose floor, scrub the floor with disinfectant and toilet floor brooms, hose again, squeegee down drains

Person In Charge:

- Lake Cabin (1-10) Upstairs lounge:  
- Remove all rubbish and any extra furniture  
- Return all couches to the edges of the room  
- Vacuum

Person In Charge:

- Upstairs Apartment Toilets:  
- Wipe toilets with disinfectant (flusher, lid, seat, bowl)  
- Scrub toilet bowl with toilet brush  
- Clean sinks with Chemico  
- Wipe down showers with disinfectant  
- Remove rubbish, empty bins  
- Mop the floor with disinfectant and squeegee down the drain

Person In Charge:

Upstairs hallway  
and stairs:

Person In Charge:

*Once all other upstairs jobs are finished*

- Remove all rubbish and lost property
- Sweep the stair, collect in a dust pan
- Sweep the hallway, collect in a dust pan
- Mop the hall way with disinfectant

Life Jacket shed:

Person In Charge:

- Rubbish and lost property removed from the lake-side
- Life jackets hung on the correct hooks

Chapel:

Person In Charge:

- Do not stack seating
- Vacuum, and remove rubbish, and Sweep front steps
- Clean glass sliding doors

Old Hall/ Gym:

Person In Charge:

- Remove rubbish
- Remove any decorations/ signage
- Return stage and other furniture to original place
- Sweep floor
- Dust off windowsill

Big Gym:

Person In Charge:

- Remove all rubbish, lost property and any decoration
- Return all furniture to its original place
- Sweep and/or leaf blow floors

Programme room:

Person In Charge:

- Remove rubbish
- Empty bin
- Return furniture to edges of the room
- Wipe tables
- Vacuum floor

Dining room:

Person In Charge:

- Wipe down tables and any dirty chairs
- Refill all cutlery baskets and tidy this bench
- Empty and clean bins
- Empty and clean fridge and tea and coffee area
- *Leave tables set up!*
- Start with the top section, move all used furniture to the bottom section
- Sweep the top and remove rubbish
- Cover floor in disinfectant and hose with the blue hose.
- Squeegee all water out the double doors leading to the long sinks
- When finished bring all tables and chairs up the top, leaving tables standing, and chairs stacked against wall
- Repeat process with the bottom floor, using red fire hose and two exit doors.

Dinner dishes  
Room:

Person In Charge:

- In the dish-wash room finish all dishes and cutlery
- Turn off all machines and drain them all
- Remove and clean all attachments from the rinsing machine and big steriliser
- Hose the rinsing machine with 'C hose'
- Clean the benches and rollers
- Hose floor and squeegee down the drain

*Ideally one or two adults will have been in charge of the dinner dishes room for you stay so they understand the process and machines. Especially if self-catered.*

Long Sinks:

Person In Charge:

- Once all dishes are done empty sinks
- Use a tea-towel to wipe down the sinks
- Hose the floor area and squeegee down the drain (this is best done once the kitchen is finished as some of their water will come out here)

Kitchen:  
(If self-catered)

Person In Charge:

- Remove all rubbish
- Defrost and clean freezer
- Clean Benches and shelves
- Wipe food out of ovens (*FP staff will do the full clean*)
- Ensure all dishes are washed and put away
- Tea towels and yellow clothes washed and hung out
- LAST Sweep floors, hose them with the blue hose, soap the floors and scrub this in with the broom, hose again, squeegee as much water as possible down the drains.

*If you have left overs you do not want to take with you please talk to your host.*

*\*After all activities are finished, this is the last toilets left open\**

Main Toilet Block: - Wipe toilets with disinfectant (flusher, lid, seat, bowl)

Person In Charge:

- Scrub toilet bowl with toilet brush
- clean sinks with Chemico
- Wipe down showers with disinfectant
- Hose floor, scrub the floor with disinfectant and toilet floor brooms, hose again, squeegee down drains

Just before you leave:

Person In Charge:

- Check bathrooms are still clean
- Remove rubbish and empty bins