Examples of Good Housekeeping

This table provides example information about common housekeeping tasks.

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| Issue | Location in a Centre | Examples of Good Practice |
| Unclean staff facilities | Toilets  Staff rooms  Lockers  Eating areas | Clean daily  Empty rubbish bin  Ensure soap and drying facilities are available (moist areas encourage bacteria)  Clear general rubbish  Remove waste products and uneaten food |
| Spills | Floors | Clean spills as they occur  Use signs to alert people of slippery surfaces |
| Sharp edges | Irregular corners  Walls  Pillars Cupboards | Cover sharp edges of walls and posts  Remove or replace offending furniture |
| Trip hazards | Floors  Storage rooms  Play areas | Remove trip hazards  Correctly store items such as prams and sporting equipment  Clean up toys and games immediately after use  Prevent access to damaged surfaces such as torn carpet  Ensure repairs are undertaken or floor coverings are replaced |
| Storage areas | Staff rooms  Sheds  Storerooms  Storage cupboards | Organise and maintain storage  Develop a plan to demonstrate where each item goes  Periodically purge and/or reorganise  Keep chemicals separate from children's materials  Ensure adults can access chemicals without straining while children cannot reach |