

In-store Cleaning Checklist



Use **standard cleaning products** such as detergents and bleach.



Pay attention to all surfaces but especially ones that are touched frequently, such as door handles, card machines, coffee machines, work surfaces, and other electronic devices.



Frequently touched surfaces should be wiped down twice a day, and one of these should be at the beginning or the end of the working day (if touched more frequently, wipe down more often).



Dispose of routine waste as normal, placing any used cloths or wipes in 'black bag' waste bins.



Anyone handling food should **wash their hands often with soap and water for at least 20 seconds** before doing so.



Food business operators should continue to **follow the Food Standard Agency's (FSA) guidance** on good hygiene practices in food preparation.

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Cleaning after someone shows symptoms or has a confirmed case of COVID-19



PPE (gloves and apron minimum) must be worn for cleaning an area after a person with symptoms of COVID-19, or confirmed COVID-19, has left the setting.



Wash hands with soap and water for at least 20 seconds after all PPE has been removed.



Public areas where a symptomatic person has passed through and spent minimal time such as corridors can be **cleaned as normal**.



All surfaces that the symptomatic person has come into contact with should be cleaned and disinfected, including all potentially contaminated and frequently touched areas door handles, in store-machines and card machines.



Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings – **think one site, one wipe, in one direction**.



Any cloths and mop heads used must be disposed of and should be put into waste bags.

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Disposing of waste from symptomatic / positive Covid-19 individuals



Should be put in a **plastic rubbish bag and tied when full**



The plastic bag should then be **placed in a second bin bag and tied**



This should be put in a **suitable and secure place and marked** for storage until the individual's test results are known



It should not be placed in **communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours**. If the individual tests negative, this can be disposed of immediately with the normal waste.