

Cleaning Rota 2024 - 25

BTEC Cover areas

w/c	Wednesdays										
	1RL	1VS	1DW	1IH	1JJ	2EW	2FR	2DB	2IT	2PM	2PJG
26-Aug						1	2	3	4		
02-Sep	ind	ind	ind	ind	ind	4	3	2	1	NBC	
09-Sep	ind	ind	ind	ind	ind		1	2	3	NBC	4
16-Sep	1	2	3	4	NBC	NBC					
23-Sep					NBC	NBC		1	2	3	4
30-Sep	4	1	2	3	NBC	NBC					
07-Oct	NBC					4	S/V	NBC	1	2	3
14-Oct	NBC	4	1	2	3		S/V	NBC			
21-Oct	NBC					3	S/V	NBC	4	1	2
28-Oct		3	4	1	2		NBC		S/V		
04-Nov						2	NBC	3	S/V	4	1
11-Nov	2	3		4	1		NBC		S/V		
18-Nov			NBC			1	2	S/V	3	4	NBC
25-Nov	1	2	3	NBC	4			S/V		NBC	
02-Dec				NBC		4	1	S/V	2	3	NBC
09-Dec	4	1	NBC	2	3			B/P	NBC		
16-Dec						3	4	B/P	NBC	1	2
23-Dec	2	4	1	3				H	H	H	H
30-Dec	H	H	H	H	H	H	H	H	H	H	H

Mondays						
2EW	2FR	2DB	2IT	2PM	2PJG	
						26-Aug
						02-Sep
						09-Sep
						16-Sep
						23-Sep
						30-Sep
						07-Oct
						14-Oct
						21-Oct
						28-Oct
						04-Nov
						11-Nov
						18-Nov
						25-Nov
						02-Dec
						09-Dec
						16-Dec
						23-Dec
						30-Dec

Thursday for 2IT					
2EW	2FR	2DB	2PM	2PJG	
					26-Aug
					02-Sep
					09-Sep
					16-Sep
					23-Sep
					30-Sep
					07-Oct
					14-Oct
					21-Oct
					28-Oct
					04-Nov
					11-Nov
					18-Nov
					25-Nov
					02-Dec
					09-Dec
					16-Dec
					23-Dec
					30-Dec

- Areas**
- 1** **Stores, corridors, washrooms and lockers**
Tidy up areas and put away obstructing equipment
Sweep and clean floors and mop up spillages
Put all waste paper in bins Empty bins and install new bin liners
Ensure cleaning tackle is safely and correctly stored
 - 2** **Canteen**
Empty bins (after lunch and last thing) and install new bin liners.
Clean and wipe table tops.
Sweep floors each day and mop at least once per week.
Clean and disinfect sink and sink top and wash/clear any dirty dishes
Empty Clean drip tray on water dispenser.
Clean microwave ovens.
Check / Clean refrigerator and throw away food at end of week
Ensure Open area upstairs is clean, tables wiped and litter is in bins
Ensure that there is enough washing up liquid and blue roll and replace if needed

BTEC Cover areas

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	1RL	1VS	1DW	1IH	1JJ	2EW	2FR	2DB	2IT	2PM	2PJG
06-Jan	NBC					S/V	NBC	1	2	3	4
13-Jan	NBC	1	2	3	4	S/V	NBC				
20-Jan	NBC					S/V	NBC	4	1	2	3
27-Jan	4		1	2	3		NBC	B/P	S/V		
03-Feb						3&4	NBC	2	B/P	S/V	1
10-Feb	3	4		1	2		NBC		B/P	S/V	
17-Feb	S/V	S/V			S/V	1	2	NBC	3&4	NBC	S/V
24-Feb	S/V	S/V	3&4	1&2	S/V			NBC		NBC	S/V
03-Mar				NBC	S/V	4	1	NBC	2	3	S/V
10-Mar	2	3	4	NBC	1	B/P			4	1	NBC
17-Mar				NBC		B/P	4	1	3	2	B/P
24-Mar	1	S/V	S/V	2	3&4	B/P					B/P
31-Mar		S/V	S/V			2	3	4	NBC	1	NBC
07-Apr	BR	BR	BR	BR	BR	1	2	3	NBC	4	NBC
14-Apr		1	2	3	4				NBC		NBC
21-Apr	H	H	H	H	H	H	H	H	H	H	H
28-Apr	3	4	1	2	NBC	NBC			B/P		
05-May					NBC	NBC	1	2	3	B/P	4
12-May	2	3	4	1	NBC	NBC				B/P	
19-May						2	3&4	1	S/V	NBC	NBC
26-May	H	H	H	H	H	H	H	H	H	H	H
02-Jun	4	2		3	1				S/V	NBC	NBC
09-Jun						1	2	3&4	S/V	NBC	NBC
16-Jun	1	3	2	4	NBC	BR	BR	BR	BR	BR	BR
23-Jun						3	4	S/V	1	2	S/V
30-Jun	1		4	3	2				S/V		S/V
06-Jul	NBC					2	3	S/V	4	1	S/V
13-Jul	NBC	4	1	2	3	S/V	S/V				
20-Jul	NBC					S/V	S/V	2	3	4	1
27-Jul	2	NBC	3&4	NBC	1	S/V	S/V				
04-Aug		NBC		NBC		S/V	S/V	1	2	3	4
11-Aug	H	H	H	H	H	H	H	H	H	H	H
18-Aug	H	H	H	H	H	H	H	H	H	H	H

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					31-Mar
					07-Apr
					14-Apr
					21-Apr
					28-Apr
					05-May
					12-May
					19-May
					26-May
					02-Jun
					09-Jun

- 3** **Front, side and overspill car parks and front foyer**
Empty all outside bins and fit new bin liners.
Clear any litter from roadways, kerbs, front embankment, grassed areas, etc.
 - 4** **Rear yard area and playing field**
Empty bins and fit new bin liners (rear yard and playing field).
Clear litter from field, around fences, rear yard etc.
Clear litter on and around picnic tables
Bring in goal posts. (store at rear of Fabrication workshop)
- NBC = in NBC
S/V = site visit
H = Holiday
Br = Brathay
BP = BTEC project
- 1&2** **When a group is on site visit and there is a gap in cleaning the allocated group will need to clean 2 areas**
- W/C 07/04/25 Phase 1 Brathay
W/C 16/06/25 Phase 2 Brathay
- NBC - groups in NBC so not on cleaning rota
SV and BP - groups not here so not on cleaning rota