



RYE YACHT CLUB

COVID-16 Safety Plan



Routine Cleaning Checklist:

Person Cleaning: Date Time complete

Instructions:

- Please clean all the items listed in the table below
- Please tick in the completed column each time you clean
- Please put up a “closed for cleaning” sign on the change rooms when you clean
- Please follow the method of cleaning and the frequency listed in the table below
- Please use paper towel and/or disposable wipes for cleaning and disinfection
- Disposal of used paper, wipes, gloves etc. should be ONLY into COVID-19 disposal bin
- Please ensure that you wear gloves, a surgical mask and safety glasses when you clean
- Please ensure that the Safety Glasses are washed and wiped down with disinfectant wipes after each use

Location	Item to clean	Method	Frequency	Completed
Change Rooms	Taps and sink	Detergent and Disinfect	3 x Daily	
	Door handle/s	Detergent and Disinfect	3 x Daily	
	Benches	Detergent and Disinfect	End of Day	
	Shower taps	Detergent and Disinfect	3 x Daily	
	Toilet seats and buttons	Detergent and Disinfect	3 x Daily	
	Light Switch	Disinfectant Wipes	End of Day	
Outside	Outside canteen Bench	Detergent and Disinfect	2 x Daily	
	All outside taps	Detergent and Disinfect	End of day	
	All hose nozzles	Detergent and Disinfect	End of Day	
	Pens on sign on table	Disinfectant Wipes	Daily	
Garage	Door Handles	Detergent and Disinfect	3 x Daily	