

Anroach Farm enhanced cleaning protocol in context of COVID 19

The following guidelines have been reviewed and adopted by Anroach Farm:

- Government guidelines for hotels and other guest accommodation (<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/hotels-and-other-guest-accommodation>)
- UK Hospitality guidelines (<https://www.ukhospitality.org.uk/page/UKHospitalityGuidanceforHospitality>)
- Professional Association of Self Caters cleaning guidelines & protocols (<https://www.pascuk.co.uk/standards>)

A COVID 19 Risk Assessment has been undertaken and has been shared with the cleaners and is on the Anroach Farm website.

Prior to cleaners arriving the key box, keys and entrance to Happy Hare will be cleaned with antibacterial cleaner. A fresh towel and antibacterial handwash will be provided in the office sink. If entrance is not possible through Happy Hare, then the main entrance will be used and all cleaning supplies will be made available in the kitchen.

Before entering holiday lets, cleaners and owners are requested to:

- Wash hands with antibacterial soap/use hand sanitiser, as per Government guidelines
- Wear PPE provided; apron and gloves (Mask not required as social distancing will be followed, however they are available to wear if required)

Social distancing rules must be observed at all times between cleaners, owners and guests. This is 2 metres where possible, otherwise 1 metre must be maintained.

Cleaning will not commence until guests have vacated their room. Where other guests are still on site social distancing will be observed and a cleaning sign will be used, to show cleaning is in progress.

Common areas will be cleaned on a regular daily basis with antibacterial cleaner. These include; banister, lights switches, door handles and external antibacterial hand sanitiser unit.

On guest vacating room, the following must be cleaned with antibacterial cleaner (conforming to EN14476 standards) and a fresh cloth:

- Main door to holiday lets (handle and door edge & frame)
- External antibacterial hand sanitiser unit
- Hallway light switches
- Hallway fire alarm panels
- Banister
- Room door handles, door and frame
- Hallway radiator
- Hallway plug sockets
- Keys & key boxes x 5

On entry to holiday let:

- Open windows on entering room
- Remove rubbish bins and recycling (rubbish & recycling to be put into rubbish bins in one go at end of cleaning shift)
- Strip bed - Extra care to be taken whilst stripping beds, gloves and aprons are advised to be worn (masks are available if required), fold linen into itself, linen to be placed in canvas laundry bags (split into light and darks). Do not shake linen
- Spray mattress protectors and pillows with antibacterial spray (conforming to EN14476 standards)
- Remove towels and other linen, gloves, masks and aprons are advised to be worn, towels and linen to be placed in canvas laundry bags (split into light and darks). Do not shake linen
- Laundry bags to be closed and left in office

For each holiday let, the following must be cleaned with antibacterial cleaner and fresh cloths (or antibacterial wipes):

- Main room:
 - Room door handles, door and frame (room & bathroom door)
 - Light switches

- Plug switches (by bed, TV, kitchen and any others in room)
- Radiator control panel
- Dining chairs and table
- Bedside light bases & bulbs (excluding Crazy Cow)
- Bedside tables
- Bed headboard
- Chains on blinds
- TV remote, TV, Satellite remote and box (use antibacterial wipes)
- Hairdryer
- Fan
- Luggage rack (except Happy Hare)
- Wardrobe handles
- Bathroom radiator switch (all rooms except Happy Hare)
- Window sills and handles
- Kitchen:
 - Kettle
 - Microwave
 - Toaster
 - Fridge inside and out
 - Kitchen cupboard doors & handles
 - Kitchen bin lid
 - Kitchen surfaces
- Bathroom:
 - Bathroom radiator control panel (Happy Hare only)
 - Bathroom door and handles
 - Bathroom radiator
 - Shower and cubicle
 - Bathroom sink, splash back and taps
 - Bathroom mirror
 - Bathroom bin
 - Toilet and flush
 - Toilet brush handle
- General:
 - Use trigger mop (filled with disinfectant) or fresh cloth to clean floor
 - All cloths and trigger mop pads to be placed and sealed in laundry bags

- To be fresh for each stay:
 - Bag of Tea & Coffee
 - Toilet Roll
 - Blanket (if used)

- On exit of holiday lets:
 - Final disinfect of door handles
 - Disposal of bins and recycling in one go
 - Remove apron and place in laundry bag
 - Remove and dispose of gloves (and masks) into sealed rubbish bag, dispose in main rubbish bin
 - Wash hands with antibacterial hand wash and used towel to be placed in laundry bag

Any left over Tea and Coffee, toilet roll to be left in the office next to laundry bags.

Laundry guidance:

- Gloves and aprons (masks if required) to be worn whilst handling laundry
- Do not shake laundry
- Wash on a standard 40 degree wash (as not being used straight away and will be tumble dried)
- Tumble dry all linen

[Government guidelines](#) will be followed if a guest falls ill with COVID-19 while staying.