

THE SWAN INN AT SWINBROOK

COVID-19 CLEANING PROCEDURES

How we clean our Pub before, during & after opening times.

Keeping our pub clean & safe has always been a priority for us, even before COVID-19. Our cleaning checklist brings routine, sets expectations for the staff, and ensures our customers always feel safe and have a pleasant environment in which to spend their leisure time.

Keeping a bar or a pub clean is a daily affair, not just to create a pleasant ambience for your customers but also to meet the standards of the environmental health department.

Our pub cleaning checklist helps to develop an effective cleaning schedule for our business. Adhering to the cleaning regulations during the covid-19 pandemic assists our guests to feel safe and visibly see we are adhering to current regulations whilst doing our very best to ensure that we are a safe environment to sleep, drink & dine.

We hope to see you soon,

Team Swan Inn

DAILY PUB CLEANING CHECKLIST (During Service)

Clean all cutlery & salt and peppers shakers

Wipe down menus

Wipe down the tables and chairs before and after use

Wipe down all door external and internal door handles

Lay clean cutlery once guest is seated

Sweep up any food debris

Check Toilets (refill if necessary)

Spot Clean* (Check)

*Spot clean basically means take a cloth around with you and clean the spots of dirt you see using antibacterial sanitisers

DAILY OPENING PUB CLEANING CHECKLIST

Having a cleaning routine in place before our pub opens is a great way to make sure everything is in place before service and customers are walking into a pub that does not have any resemblance of the day before.

GENERAL

Review the entrance and dispose of any litter, cigarette ends

Brush and air shake door mats away from premises

Straighten and wipe down tables and chairs

Sweep and mop floor and dry thoroughly

Clear and clean the bar areas using antibacterial sanitisers

Dust in areas required

All visible surfaces using anti-bacterial sanitisers

Lights, switches, and fixtures

Wipe all picture frames

Ensure Furniture is set and ready adhering to current distances measures

BAR

We know how important it is to keep the highest risk areas of the building properly sanitised before and during service to reduce potential transmission.

The bar surface is sanitised frequently during service

This includes the bar mats, which are machine-washed between service times

The soft drink gun is sanitised regularly during the day and soaked overnight

Pumps, handles and taps are also regularly wiped and rinsed

The same goes for fridge doors, syrup, wine, and spirit bottles on shelves

Fruit is wrapped when not in use and utensils are rinsed after every use

Staff are encouraged to use pens instead of fingers on touch-screen surfaces

The glasswasher is thoroughly cleaned after every shift and is deep-cleaned weekly

Glassware and beer lines are renovated weekly to ensure the quality of our drinks

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WC

Clean the bathroom surfaces

Clean and polish sinks and taps

Refill all dispensers (soap, loo roll, sanitary items)

Disinfect toilet bowls

Clean washroom door and doorknob, this will be as often as required

Mop floor and dry thoroughly

ACCOMMODATION

Here at the Swan Inn we take pride in keeping our rooms cleaned to an exceptionally high standard.

Our housekeepers follow strict guidelines to ensure our guests enjoy a relaxing break in comfortable surroundings.

HOUSEKEEPING

Strip dirty bed linen and check the mattress and pillow protectors

Make the bed with clean bedding

Dust and clean the headboard and bed base

Empty all bins and replace with a new liner

Check to ensure the wardrobe is empty and hangers are available

Dust skirting boards and door frames

Dust and clean window frames and ledges

Dust ceiling corners and remove cobwebs

All door handles and light switches are to be cleaned with antibacterial spray

Clean television remote control with antibacterial spray

All mirrors and glass surfaces to be cleaned from spots and hand marks

Restock the tray with complimentary items

Furniture upholstery to be vacuum cleaned from debris and dirt

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Vacuum all areas of the room

Clean and sanitise the bath, shower, countertops, sink and mirror

Clean and disinfect the toilet, toilet seat, lid, and handle

Clean the toothbrush holder

Replace the water glasses

Clean and polish all the fixtures

Sweep and mop the floor

CLEANING PRODUCTS

We use high quality cleaning products throughout our establishment

All surfaces are cleaned with a Cleenol Virabact (99.99% Coronavirus effective)

Our bathrooms are cleaned with a Virabact

Toilets are cleaned with bleach and Virabact

Floors are washed with antibacterial disinfectant

Furniture polished is used when dusting