## Australian National Cleaning Management Framework (ANCMF)

# **Childcare Center**

Code: ANCMF-AU-GB-CC-04 • Facility: Government Building • Frequency: daily

#### **Scope of Work**

- Dusting of all surfaces including shelves, furniture, and play equipment.
- Vacuuming of carpets and rugs.
- Mopping of hard floors with appropriate cleaning solutions.
- Sanitising of all high-touch surfaces such as door handles, light switches, and taps.
- Cleaning and sanitising of toilets and washbasins.
- Emptying and sanitising rubbish bins.
- Cleaning of windows and glass surfaces.
- Sanitising of toys and play equipment.
- Spot cleaning of walls and doors.
- Ensuring all cleaning supplies are stored safely and securely.

#### Method

- 1. Prepare the cleaning trolley with all necessary supplies and equipment, ensuring colour-coded cloths and mops are used for different areas to prevent cross-contamination.
- 2. Begin with dusting all surfaces, using a damp cloth to capture dust effectively.
- 3. Vacuum carpets and rugs thoroughly, paying special attention to corners and under furniture.
- 4. Mop hard floors using a neutral pH cleaner, ensuring no residue is left behind.
- 5. Sanitise high-touch surfaces using a disinfectant approved for childcare environments.
- 6. Clean toilets and washbasins with a disinfectant cleaner, ensuring all surfaces are wiped dry.
- 7. Empty rubbish bins, replace liners, and sanitise the bin surfaces.
- 8. Clean windows and glass surfaces with a streak-free cleaner.
- 9. Sanitise toys and play equipment using a child-safe disinfectant.
- 10. Spot clean walls and doors as needed, using a mild detergent.

### **Equipment**

- · Vacuum cleaner with HEPA filter
- Microfibre cloths (colour-coded)
- Mop and bucket (colour-coded)
- Cleaning trolley
- Disinfectant sprays and wipes
- Glass cleaner

- Neutral pH floor cleaner
- · Rubbish bin liners

### **Quality Criteria**

| Performance Level | Criteria  |
|-------------------|---|
| Excellent         | All surfaces are visibly clean and free from dust, dirt, and marks. Floors are spotless and dry. No odours present. High-touch surfaces are sanitised and free from smudges. Toys and equipment are clean and sanitised. Windows are streak-free. |
| Good              | Most surfaces are clean with minimal dust or marks. Floors are clean with minor spots. No strong odours. High-touch surfaces are mostly sanitised. Toys and equipment are generally clean. Windows have minor streaks.                            |
| Pass              | Surfaces have some dust or marks. Floors have visible spots. Mild odours may be present. High-touch surfaces are partially sanitised. Toys and equipment have some dirt. Windows have noticeable streaks.   |
| Fail              | Surfaces are visibly dirty with dust and marks. Floors are dirty or sticky. Strong odours present. High-touch surfaces are not sanitised. Toys and equipment are dirty. Windows are dirty with streaks.   |