



Safe methods – SM4

Cleaning schedule

Overview of activity:	Learners to complete (either individually or in pairs) a cleaning schedule for selected kitchen items.
Learning objective:	Identify the key points to be considered when completing a cleaning schedule.
Target audience:	Level 1 to Level 3.
Additional resources required:	Although not essential, learners may find it beneficial to complete this task alongside the piece of equipment to be cleaned.
Estimated duration of activity:	30 minutes.
Links to other resources:	
Guidance notes:	<p>The exercise can be completed using the cleaning schedule included or as a flipchart exercise.</p> <p>When considering the method of cleaning, it may be useful to ask learners to consider the following:</p> <ul style="list-style-type: none"> • If it is a piece of food storage equipment, what will happen to any food inside? • Does the item need disinfecting in addition to cleaning? <p>Ideally, the learners would complete the exercise using equipment they are familiar with. The difficulty of the task can be increased according to the level of the learner. For level 1 learners, it may be more appropriate to conduct this as a group exercise.</p>

Cleaning schedule

Using the attached example of a cleaning schedule, complete a cleaning schedule for the following pieces of equipment:

- knife used to cut raw meat
- fridge used for the storage of high-risk food
- work surface in a food preparation area
- microwave
- kitchen floor
- kitchen waste bin

Alternatively, you may wish to choose different pieces of equipment you are familiar with.

Cleaning schedule

Item	Frequency of cleaning					Precautions e.g. wear gloves or goggles	Method of cleaning
	After use	Every shift	Daily	Weekly	Other		