

CLEAR-UP SHIFT

When you are on clear up, this means that you are responsible for making sure the dining room and the Lair (when used for meals) and the outside kitchen are clean and tidy and ready for the next meal.

Check in with the Facilities Coordinator to make sure you know where to find cleaning supplies.

Please use this checklist to make sure you have done everything:

DINING ROOM

- Food and serving platters/crockery cleared away to the kitchen
- Tables cleared and wiped down with spray
- Serving tables cleared and wiped down with spray
- Dining room floor swept
- Serving platters and dishes washed up
- Dining Room rubbish bins emptied and bags replaced

LAIR

- Food, serving platters and crockery cleared away to the kitchen
- Serving tables cleared and wiped down with spray
- Serving platters and dishes washed up
- Furniture returned to right place

OUTSIDE KITCHEN

- Ensure all the washing up is done in the washing-up area
- Check that the washing up area is clean and tidy
- Sinks clean and fresh
- Crockery and cutlery put away
- Tea towels hung to dry or in dirty laundry box in the main kitchen