



BUILDING - ANNEX CLEANING SCHEDULE 2024

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
JANUARY	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday
	BH																														
FEBRUARY	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday		
MARCH	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
APRIL	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	
	BH	Room 162,201, 202,203, 204		Room 205,211, 212,214, 215				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 301,302, 303,308, 309		Room 315,316, 317,322, 324				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Corridors Stairs		
MAY	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
		Bath/Toilet: 235,233, 206,209, 208,224					BH	Bath/Toilet: 305,325, 310,311, 306,220	Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229					Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				BH	Room 301,302, 303,308, 309	Room 315,316, 317,322, 324	
JUNE	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
			Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 301,302, 303,308, 309	Room 315,316, 317,322, 324			Corridors Stairs			
JULY	1 Mon	2 Tue	3 Wed	4 Thu	5 Fri	6 Sat	7 Sun	8 Mon	9 Tue	10 Wed	11 Thu	12 Fri	13	14	15 Mon	16 Tue	17 Wed	18 Thu	19 Fri	20	21	22 Mon	23 Tue	24 Wed	25 Thu	26 Fri	27	28	29 Mon	30 Tue	31 Wed
	Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Room 301,302, 303,308, 309	Room 315,316, 317,322, 324		Corridors Stairs													
AUGUST	1 Thu	2 Fri	3	4	5 Mon	6 Tue	7 Wed	8 Thu	9 Fri	10	11	12 Mon	13 Tue	14 Wed	15 Thu	16 Fri	17	18	19 Mon	20 Tue	21 Wed	22 Thu	23 Fri	24	25	26 Mon	27 Tue	28 Wed	29 Thu	30 Fri	31
					Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Room 301,302, 303,308, 309	Room 315,316, 317,322, 324		Corridors Stairs				BH					
SEPTEMBER	1	2 Mon	3 Tue	4 Wed	5 Thu	6 Fri	7	8	9 Mon	10 Tue	11 Wed	12 Thu	13 Fri	14	15	16 Mon	17 Tue	18 Wed	19 Thu	20 Fri	21	22	23 Mon	24 Tue	25 Wed	26 Thu	27 Fri	28	29	30 Mon	
		Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Room 301,302, 303,308, 309	Room 315,316, 317,322, 324		Corridors Stairs												
OCTOBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		Kitchen Communal Bathroom Toilet		Kitchen Communal Bathroom Toilet				Kitchen Communal Bathroom Toilet	Kitchen Communal Bathroom Toilet		Kitchen Communal Bathroom Toilet				Kitchen Communal Bathroom Toilet	Kitchen Communal Bathroom Toilet		Kitchen Communal Bathroom Toilet				Kitchen Communal Bathroom Toilet	Kitchen Communal Bathroom Toilet		Kitchen Communal Bathroom Toilet			Kitchen Communal Bathroom Toilet	Kitchen Communal Bathroom Toilet		Kitchen Communal Bathroom Toilet
NOVEMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 301,302, 303,308, 309	Room 315,316, 317,322, 324		Corridors Stairs			
DECEMBER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
		Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312				Room 162,201, 202,203, 204	Room 205,211, 212,214, 215		Room 216,222, 223,228, 229				Bath/Toilet: 235,233, 206,209, 208,224	Bath/Toilet: 305,325, 310,311, 306,220		Kitchens: 173,226, 219,321, 312							BH	BH				

Housekeeping teams will enter your rooms and complete the following, as per the rota:

- Communal bathroom will be clean every 2 weeks
- Room will be hoovered every 2 weeks
- Kitchen and communal areas will be clean/check every 2 weeks

*If you do not wish for our team to visit your room please complete a housekeeping request form online to advise us of this.

We expect YOU to:

- Empty kitchen bins and recycling into the appropriate dustbins.
- Maintain a standard of cleanliness in bedroom, bathrooms and communal areas between housekeeping visits.

(This is subject to change or alternation without notice)