



# CLEANING, SANITATION AND GARBAGE

## PURPOSE

- The Cleaning Policy of the school will reflect the principles contained in the Maintenance and Minor Works Policy.
- The daily cleaning of the school is to be such that an attractive, SAFE and healthy environment is created for all staff and students.

## GUIDELINES

- The Principal is responsible for the supervision of the contract cleaning of the school according to DEECD guidelines.
- The school will purchase and make available to the contractor all expendable toilet rolls, soaps and paper towels used throughout the school. The Business Manager shall order replacement supplies.
- The school will be responsible for arranging access to the cleaning of external glass, all school pathways and paved areas and collection of rubbish and recycling bins.
- Children will be encouraged by class teachers to take pride in their classrooms, buildings and grounds by assuming some responsibility for their appearance. Before the children are dismissed each day rooms will be tidied and paper and other loose rubbish will be picked up.
- The cleaning contractor will generally be responsible for the closing of the school unless an arrangement is made with a staff member.
- The security system is to be on at all times when the school is unoccupied.
- A weekly roster will be advertised to clean up the yard as required.

## EVALUATION

This policy will be reviewed as part of the school's regular review cycle.

**Adopted by School Council – June 2012**