

# Module 1

## CLEANING OF STAIRS AND HANDRAILS

### Q&A and Practical Module

1. Put out warning signs. - why is important to put out signs? – what are the implications of not putting out signs?



2. Ventilate area where applicable. - why do we need to ventilate certain areas? – what should you do if you cannot ventilate an area that needs it?
3. Ensure that correct PPE is worn – follow the Risk Assessment. - how do you know which PPE to wear on a specific task – what is the importance of wearing the correct PPE?



4. Assemble equipment and check for any faults. - what should you do if you find any faults? – why is it important to check for faults?

### 5. Landing and Stairs

- Use a scraper/abrasive pad to remove any gum, or stubborn stains.
- First sweep the landing and then the stairs, Working from the top down. Cutting into all edges and corners as you move down. – why would you not start from the bottom?

- Collect up any debris, and place into a clear sack, which can then be disposed of in the waste bins. - **why would you use clear sacks? – what could happen if you used black bags?**
- Prepare chemical solution in a bucket always following the manufactures instructions for dilution rates. – **should you apply the chemical to the water, or the water to the chemical? – why do you need to follow the manufactures instructions?**



- Always add chemical to the water, and not the other way around. - **what are the implications of not following this procedure?**
- Using the mop clean the floor, using overlapping strokes in a figure of 8 motion. - **why is it important to use overlapping strokes?**
- Always make sure the bucket is behind the area of work. - **what is the benefit of having the bucket behind the area of work?**
- Constantly wring the mop out whilst cleaning and change the solution once the water in the bucket is soiled.
- Remember to use as little water on the stairs as possible to attain desired result. - **what are the benefits of this? – what are the pitfalls of not following this procedure?**

## 6. Handrails

- Determine whether handrails require dusting or damp wiping.
- When dusting use appropriate duster, and make sure handrail brackets are also cleaned.
- If a damp cloth is required, then prepare correct cleaning solution in a bucket,

following the manufacturer's instructions. Again, adding the chemical to the water, and not the other way round. - *where would you find the instructions to apply the correct cleaning solution to the bucket? – why would you apply the chemical to the water and not the other way round?*

- Wring out the cloth, and then wipe surfaces using smooth even strokes until cloth is soiled, then repeat the process.
- After task is completed, assemble all equipment and check for safety, then remove back to correct storage location. - *why is it important to check equipment for safety? – what can happen if you do not return equipment to the cupboard?*
- Any mops to be wrung out and stored in an upright position. - *why would you store the bucket upside down?*
- Return warning signs back to storage, only when the area has completely dried. - *why would you not return the signs as soon as you have finished the task?*