

# Wheatsheaf Covid Procedures

## Public Spaces and Communal Areas

We have increased the frequency of cleaning in all public spaces with an emphasis on high contact surfaces, including counters, door handles, public bathrooms, room keys and locks, stair handrails, dining surfaces and seating areas.

## Bedroom Cleaning

Cleaning and sanitising will be carried out with an emphasis on high contact areas such as desks, chairs, phones, remote controls, thermostats, doors and doorknobs, windows, lights and lighting controls and clothes hangers. Bathroom drains will be disinfected after each departure. Glasses, mugs and spoons will all be removed and washed after each departure, regardless of whether or not they have been used. All linen and towels will be removed from departure rooms, whether or not they have been used. Bottles of water will be supplied which will be replaced after every stay.

## Restaurant & Food Service

All high contact areas, including bars, trollies, counters, handrails and all associated equipment, will be sanitised at least once per hour. All dining tables, bar tops, stools and chairs will be sanitised after each use. Card machine (POS) terminals will be sanitised between each guest use, and before and after each shift. Menus, check presenters, condiments, candle holders, pens and all other reusable guest items will be sanitised after each use. Our staff will wear gloves when placing linen and napkins on tables and all table linen will be laundered after each use. All plates and cutlery will be rinsed and placed through our dishwashers where they are washed and sanitised to comply with food safety regulations. Our dishwashers are deep cleaned after each meal service. Tables will be rotated to ensure social distancing at all times.

## Kitchens

Food preparation stations will be sanitised at least once per hour and all kitchens will be deep cleaned and sanitised at least once per day. Our chefs will be wearing the recommended PPE while preparing your food and will work from set stations using their own utensils. Where the sharing of equipment is required these will be sanitised before and after each use. We will continue to follow guidance from food standard agencies and will be in contact with our local Environmental Health Officer prior to reopening our kitchens.