

## **Church Cleaning Roster: January to March 2019**

Week Commencing 7 <sup>th</sup> January	Ellen Simpson, Marie Shinde, Marie Robinson, Arlene Robinson
Week commencing 14 <sup>th</sup> January	Thi Hong Nguyen Cuong Tran Nguyen Dang Thi Hang Nga
Week commencing 21 <sup>st</sup> January	Tavui Family
Week commencing 28 <sup>th</sup> January	Couples for Christ Group
Week commencing 4 <sup>th</sup> February	Mrs Duyen Mrs Tuyen Mrs Huyen & Mrs Giang
Week commencing 11 <sup>th</sup> February	Samoan Group
Week commencing 18 <sup>th</sup> February	Iosefa Family Group
Week commencing 25 <sup>th</sup> February	Ellen Simpson, Marie Shinde, Marie Robinson, Arlene Robinson
Week commencing 4 <sup>th</sup> March	Thi Hong Nguyen Cuong Tran Nguyen Dang Thi Hang Nga
Week commencing 11 <sup>th</sup> March	Tavui Family
Week commencing 18 <sup>th</sup> March	Couples for Christ Group
Week commencing 25 <sup>th</sup> March	Mrs Duyen, Mrs Tuyen, Mrs Huyen & Mrs Giang
Week commencing 1 <sup>st</sup> April	Samoan Group

# CHURCH CLEANING DUTIES

1. Sweep all vinyl tiled areas of the church. This includes the area in front of and beside the altar, between the seats, the raised area at the back of the church, and the entry area at the back of the church.
2. Mop vinyl areas between the seats together with the centre and side aisles. Vinyl areas at the front of the church and the back entry area do not require mopping as these are professionally polished fortnightly.

Add one scoop of floor cleaner to approx ½ bucket of water (either square bucket or wringer bucket). Foam squeeze mops and cloth mops are in the storeroom. After cleaning, rinse squeeze mops and buckets and return to store. Cloth mops should be rinsed and squeezed as dry as possible in the rollers of the bucket and hung in the storeroom with a bucket under them.

3. Vacuum the altar area carpet.
4. Vacuum the carpet in the choir area.
5. Sweep and mop Father's sacristy, the toilet, and the corridor at the back of the sanctuary. Clean toilet bowl, hand basin and mirror in Father's sacristy.
6. Sweep and mop public toilets. Clean toilet bowls, hand basins and mirrors.
7. Sweep concrete area outside the doors of the church, and shake and replace mats.
8. Sweep meeting room and clean sink.
9. Clean windows as required. (Check large glass doors for hand marks, etc.) Dust louvres as required. Spray bottles of window cleaner and rags are kept in the storeroom.

Please return all cleaning equipment to the storeroom and lock the door.

The duties are listed in priority order. However, if time is short (e.g. school requirement or funeral) or some members of the group are unavailable, please do as many of the duties as possible from number 1 down.

Thank you for your generosity in helping with this important part of caring for our church.