


Branch: master ▾

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 **charlielafosse** add bathroom hand towels to cleaning-rota duties

e795120 4 days ago

1 contributor

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## Cleaning Rota

Every week someone is responsible for the following cleaning tasks:

- Emptying the kitchen waste and recycling bins
- Replacing the kitchen towel each day
- Taking the bathroom hand towels home on **Friday**, washing over the weekend and bringing back in on Monday.
- Chasing up people to wash their cups/dishes
- Watering the plants
- Make sure the room isn't cluttered/messy
- Set up for any event happening in the evening (check the Space4 calendar to find out)
- Set up for community lunch on Wednesdays: collect a stack of plates, the cutlery containers, water glasses and a jug of water from the Kitchen. Chase the cohort to pack up their things and move the tables together
- Make sure the door out to the bathrooms is taken off the latch while the room is in use, and latching the door at 6PM each day

It is your responsibility to monitor these things during your week so that you do them as and when they are needed.

Week	Person
1	Anna T
2	Bobby
3	James
4	Sylvia
5	Anna B
6	Ryan
7	Freddy
8	Joko
9	-
10	Kate
11	Banna
12	Sam
13	Dylan
14	Henry
15	Rachel
16	Rohan
(17)	(Burhan)