

Cleaning Guidelines



ST FLANNAN'S CATHOLIC PARISH

Zillmere

Altar Cleaners

Sanctuary & Sacristy & Hallway

- Vacuum floors.
- Clean sink.
- Dust the Altar, the furniture and the Baptismal Font with a soft cloth.
- Clean inside font with Methylated Spirits.
- Remove candle wax by placing paper towel over the wax and ironing it with a heated iron.

Holy Water Fonts

- Clean if needed and re-fill with Holy Water, otherwise top-up.
- If Holy Water is low, please let Fr Rafal/the Parish Office know.

Brassed Items (Paschal Candle, Thurible, Incense Boat)

- Use only Mr Sheen.

Reconciliation Room & Blessed Sacrament Chapel

- Vacuum floor.
- Dust furniture with a soft cloth.
- Clean all windows (on inside).

Front Foyer and Steps

- Sweep.

Glass entrance doors (front and sides)

- Clean inside and out.

Church Cleaners

Body of the Church

- Vacuum floor.
- Clear away any rubbish left on pews.
- Dust pews.

Other Practicalities

- Please bring soft cloths. All other cleaning products are supplied.
- Let the Parish Office know when products need replenishing.
- Material Safety Data Sheets for all supplied products are in the cupboard in the Sacristy.
- Do not attempt a task that is beyond your capabilities.
- Report any incidents or issues to the Parish Office.
- If you are concerned about your capabilities or the process, please contact Fr Rafal.
- If you are concerned about the capabilities of another person refrain from giving critique or criticism unless asked. Refer all concerns to Fr Rafal.