

## BAMBURGH PAVILION

### Monthly Maintenance Programme

October 2025

<i>ITEM</i>	<i>FREQUENCY</i>	<i>RESPONSIBLE</i>	<i>NOTES</i>
EMERGENCY DOORS CHECK	Monthly	John L	
EMERGENCY LIGHTS CHECK	Monthly	John L	
SMOKE ALARMS CHECK	Monthly	John L	
OIL TANK LEVEL	Monthly	John L	
FIRST AID BOX CHECK	Monthly	Alison	
MAIN TOILETS, ACCESSIBLE TOILET/SHOWER ROOM CHECKS	Monthly	John L	<u>All toilets:</u> <ul style="list-style-type: none"><li>• check hand dryers, toilet flushes, door catches/closing, basin draining</li></ul> <u>Accessible toilet/shower room:</u> <ul style="list-style-type: none"><li>• check automatic fan operates</li><li>• check emergency pull chord operates/resets</li><li>• run shower on hot for five minutes</li></ul>