

SCHOOL/SITE:

Glenella State School

DATE: 19.2.2010

Block/Area	Carpet	Internal Concrete	Internal Tiles	Seamless	Vinyl	Low Maintenance Vinyl	Safety Flooring	Non-Polished Wood	Other Non Polished Internal	Polished Wood	Covered / Enclosed Concrete/Pavers	External Concrete	External Pavers	Other External	Bitumen	Fixtures	Urinals	Difficulty factor	Hours/day	Hours/week	Actual Hours/day	Actual Hours/week
Admin \ Library	144.2				30.1			58.1			63.9	39.6				2		1	0.8841	4.4204		
Teaching Block	253.8	130.8					50					75.8						1	1.3098	6.5492		
Modular B	103.7				34.6			15.1				8.3						1	0.4887	2.4436		
Modular A	102.9							27.7										1	0.3773	1.8867		
Prep Modular	51				45.9		24.8	2.1				109.3				7		1	0.7799	3.8996		
Amenities				62.2								26.9				18	2	1	1.1573	5.7863		
Externals												258.2	169.2					1	0.3053	1.5264		
Gymnastic/storage Shed		54										8.08						1	0.1618	0.809		
Prep - 02/03	46.3	12.2				62.8	14					184.05				9		1	0.8974	4.4869		
Resource	234					3						188						1	0.819	4.0952		
Hall	12					37			361			211				12		1	1.8353	9.1766		
Rubbish/Enrolment (Insert enrolment in blue cell) (Insert time in green cell)	176	0.5																1	0.5	2.5		
TOTALS	947.9	197	0	62.2	110.6	102.8	88.8	103	361	0	63.9	1109.23	169.2	0	0	48	2		9.516	47.58		

SCHEDULE 1

CALCULATION OF CLEANING TIME

The tables below are derived from Productivity Rates contained in the *Cleaners Employed by the Department of Education Certified Agreement 1998*, and Standardisation of Measurements in the *Cleaners Employed by the Department of Education Certified Agreement 2000*.

1 Standardised measurements

- (a) The adopted process for applying standardised measurement will be continued until the measurements have been applied to all education facilities where Cleaners are employed.
- (b) Any reduction in the allocation of hours resulting from standardised measurements will be implemented through natural attrition and the agreed transfer procedures.

2 Productivity and dusting rates

Description	Interpretation	Productivity Rate	Dusting Rate
Carpet	Includes all types of carpet and carpet squares in areas which are fully enclosed, or on veranda areas.	530 m ² / hour	997.5 m ² / hour
Cork flooring	Includes all types of cork flooring.	530 m ² / hour	997.5 m ² / hour
Internal concrete	Includes all concrete which is in a fully enclosed area with solid walls and roof.	530 m ² / hour	997.5 m ² / hour
Internal tiles and pavers	Includes all types of internal tiles and pavers which are in a fully enclosed area with solid walls and roof.	530 m ² / hour	997.5 m ² / hour
Low maintenance vinyl	Includes all types of low maintenance vinyl irrespective polish has been applied.	530 m ² / hour	997.5 m ² / hour
Non-polished wood	Includes all wooden floor surfaces either internal or external, which have not been polished.	530 m ² / hour	997.5 m ² / hour
Safety flooring	Includes all types of safety flooring irrespective if polish has been applied.	530 m ² / hour	997.5 m ² / hour
Seamless flooring		530 m ² / hour	997.5 m ² / hour
Polished wood	Includes all polished wooden floor surfaces either internal or external.	330 m ² / hour	997.5 m ² / hour
Vinyl	Includes all polished vinyl floor surfaces, however excludes low maintenance vinyl and safety flooring.	330 m ² / hour	997.5 m ² / hour
Covered / enclosed concrete/pavers	Includes all concrete areas and pavers which are not fully enclosed and are either: <ul style="list-style-type: none"> ▪ surrounded by three solid walls and roof. Two of the walls are to be at least half way to the ceiling and not the sides of a building (excluding tuckshops). Walls can include glass, windows and louvres. An opening of more than 5 metres is regarded as a break within a wall; ▪ under a building and considered a useable area (that is an area which can be used as a congregation point by students), ▪ enclosed staircases where the veranda areas are not 	960 m ² / hour	Nil

Description	Interpretation	Productivity Rate	Dusting Rate
	<p>enclosed;</p> <ul style="list-style-type: none"> ▪ courtyard areas (with a solid roof – not shade cloth or lattice) inside of buildings. <p>This category does not include covered walkways, open covered play areas, verandas (in front of classroom and offices), patios and doorway entrances.</p>		
External concrete	Includes all concrete and concrete tile areas, which are not fully enclosed or included under covered concrete or pavers. This includes non-covered spoon drains adjacent to the defined cleaning area. Areas not included are fully fenced sports areas, car parks, driveways (which are not play areas), or areas that are more than 10 metres from the main defined cleaning area.	1400 m ² / hour	Nil
External pavers	Includes all paved areas that are not fully enclosed or surrounded by three walls and a roof. Areas not included are car parks, driveways (which are not play areas) or areas, which are more than 10 metres from the main defined cleaning area.	1400 m ² / hour	Nil
External carpet	Includes all types of carpet in areas which are not fully enclosed, or on veranda areas.	1400 m ² / hour	Nil
External rubber & artificial turf	Includes all types of external rubber and artificial turf in areas which are not fully enclosed, or on veranda areas. Areas not included are areas that are more than 10 metres from the main defined cleaning area.	1400 m ² / hour	Nil
Bitumen	Includes all bitumen areas. Areas not to be included are fully fenced sports areas, car parks, driveways or areas that are more than 10 metres from the main defined cleaning area.	2800 m ² / hour	Nil
Fixtures	The following are counted as 1 fixture: toilet pedestals, ceramic urinals, hand basins (designated for amenities areas), showers, baths, internal science laboratory sinks including the lab sinks in prep rooms and the eye wash sinks (not including the sink within the fume cupboard), external drinking fountains and external drinking troughs (up to five taps). Drinking fountains and troughs are to be located within 10 metres of the main defined cleaning area.	2.5 minutes / fixture	Nil
Urinals	All stainless steel urinals up to 1.8 metres in length to be counted as 1.	6.25 minutes / urinal	Nil
Rubbish	Time allocated in accordance with the defined enrolment table.		Nil

3 Rubbish allocation

- (a) It is acknowledged that in 2006 the rubbish allocation had separate enrolment breakdowns for primary and high schools, which disadvantaged primary schools with enrolments in excess of 900 students. The changed allocation for rubbish collection and disposal was intended on being more equitable by combining both primary and high schools within the one distribution and providing for up to 1400 student enrolments.

(b) The table hereafter provides for an increase in the rubbish allocation for schools with enrolments greater than 1400 to recognise the increasing student enrolment numbers.

(c) Allocations for special schools and non-school locations remain unchanged.

Type of site	Enrolment	Allocation
Primary and high schools	Less than 100	15 minutes/day
	100 – 200	30 minutes/day
	201 – 600	45 minutes/day
	601 – 900	1 hour/day
	901 – 1400	2 hours/day
	1401 – 2000	3 hours/day
	2001 – 2600	3 hours 30 minutes/day
	Greater than 2600	4 hours/day
Special schools	All	30 minutes/day
All other sites	Not applicable	15 minutes/day

4 Difficulty factors

(a) The above productivity rates will be used as standard measures for determining the extent of work to be performed by cleaning teams. The allocation of hours may be adjusted upward or downward to reflect difficulty factors (i.e. arduous circumstances) such as:

- (i) dusty or tropical environments;
- (ii) the nature and condition of structures on site;
- (iii) construction works in progress;
- (iv) a mine, quarry or smelter is next to school;
- (v) coal train passes school;
- (vi) cane fields or farms are next to school;
- (vii) rainforests are next to school;
- (viii) dust or mud is greater than average level;
- (ix) mould;
- (x) sites where sand and grit are greater than average level; and
- (xi) poor water quality or poor water supply.

Any of the above circumstances should be referred to Infrastructure Services for determination in consultation with the Union. Hours may be adjusted on a temporary basis or on an ongoing basis by applying a difficulty factor to the site.

(b) The following difficulty factors reflect the impact of the arduous circumstance on the cleaning duties:

Moderate impact	0.05
High impact	0.10
Excessive impact	0.20

- (c) Schools are also allocated a standard rating. Difficulty factors will be applied in addition to the standard ratings below:

Primary schools	1.0
Secondary departments (high tops)	1.1
P-12 campuses	1.1 (it may be necessary to increase the base allocation depending on the size of the secondary facilities)
High schools	1.2
Special Schools	1.3

- (d) Special schools (i.e. schools providing programs for special needs students) receive a standard rating. However, this rating can be adjusted upwards depending on, but not limited to, higher student ascertainment levels.

5 Dusting factor

- (a) The Parties recognise that the dusting factor was reduced by 5% from 1050 m² / hour to 997.5 m² / hour in 2003 to address the cleaning of features plus the following:

- (i) air conditioning units or filters;
- (ii) sinks not covered within the above Cleaning Productivity Rates;
- (iii) windows, bars, louvres;
- (iv) vermin droppings;
- (v) graffiti;
- (vi) tuckshops; and
- (vii) computers, cables, plugs (as authorised by the Principal).

- (b) The Parties agree that a further reduction in the dusting factor from 997.5 m² / hour to 947.6 m² / hour shall be applied provided that sufficient hours become available due to clause 4.3 and clause 4.4, subject to consultation with UVQ DET JCCC.

- (c) The Parties recognise that the reduction in the dusting factor shall reflect the cleaning of current features and the increase time required for:

- (i) computers;
- (ii) louvers; and
- (iii) air conditioning units.

- (d) In recognition of the increasing number of computers in schools, Cleaners may request a review of the cleaning program to consider whether alternate routines or processes for computer cleaning are necessary.

6 Administration hours

The Department commits to provide an allocation of 5 hours to schools with 11 or more Cleaners provided that sufficient hours become available due to clause 4.3 and clause 4.4, subject to consultation with UVQ DET JCCC.