



Australian Government

SISXFAC002 Maintain sport, fitness and recreation facilities

Release: 1

SISXFAC002 Maintain sport, fitness and recreation facilities

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to maintain facilities within a sport, fitness and recreation context.

This unit applies to activity or administration assistants who work under direct supervision in a range of roles and settings in the sport, fitness and recreation industry. This includes providing support in the provision of grounds and facilities maintenance; routine housekeeping; or administrative assistance in locations such as fitness centres, aquatic centres, or outdoor sporting grounds or complexes. Work is performed according to relevant legislation and organisation policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Facility Management

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Conduct maintenance checks of facilities or areas.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Identify potential hazards in facility or area by conducting regular facility checks.
- 1.2 Report hazards to supervisor.
- 1.3 Maintain areas and amenities.
- 1.4 Store and handle chemicals safely.
- 1.5 Remove and dispose of wastes and dangerous chemicals promptly.

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| 2. Check supplies. | 2.1 Check supplies regularly for quantity, quality and expiry date. |
| | 2.2 Order or request supplies as required to meet anticipated demand. |
| | 2.3 Dispose of expired supplies. |
| 3. Clean facility areas. | 3.1 Locate and wear personal protective clothing. |
| | 3.2 Conduct cleaning tasks at specified times. |
| | 3.3 Display notices advising clients of cleaning in progress. |
| | 3.4 Use cleaning agents safely. |
| | 3.5 Clean and store cleaning equipment. |
| | 3.6 Identify and catalogue lost property. |
| | 3.7 Maintain cleaning records. |
| | 3.8 Lock storage areas when unattended. |
| 4. Contribute to facility or activity administration. | 4.1 Accept and record bookings for the facility. |
| | 4.2 Inform clients of the requirements and responsibilities of using the facility. |

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret and follow written instructions to use and store chemicals.
Numeracy skills to:	- calculate quantity and concentration of cleaning agents - calculate quantity of supplies required after determining current inventory and estimating anticipated demand.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>

Assessment Requirements for SISXFAC002 Maintain sport, fitness and recreation facilities

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- select and safely use cleaning agents and equipment to clean at least two of the following areas over three service periods:
 - outdoor
 - indoor
 - dry or wet recreation centre
 - built and non-built
- complete the above in response to at least three of the following hazards:
 - leaking or damaged containers
 - defects in the storage area
 - contamination
 - spillages
 - unsecured equipment
 - breakages
- complete above cleaning tasks to required standards while:
 - conserving resources in the cleaning process
 - disposing of or recycling waste
 - using correct manual-handling and cleaning techniques
 - using hygienic cleaning practices
 - within commercially-realistic timeframes
 - minimising disruption to clients
- complete all required documentation according to policies and procedures and with the following information:
 - dates and times
 - areas cleaned
 - staff member involvement.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- cleaning chemicals, equipment and procedures for wet and dry surfaces and materials:
 - wet:
 - toilets
 - basins
 - walls
 - dry:
 - carpet
 - laminate
 - soft furnishings
 - woodwork
- safe operational practices using essential functions and features of equipment used to clean wet and dry areas
- role and use of safety data sheets (SDS)
- safe manual-handling techniques when:
 - carrying
 - lifting
 - pulling
 - pushing
- safe handling requirements for hazardous cleaning products, including their disposal
- hygiene procedures and requirements:
 - hygiene responsibilities of cleaning staff
 - hygiene hazards for cleaning, including potential food contamination and transmission of airborne illnesses
 - cleaning practices that minimise hygiene risks
- ways of minimising negative environmental impacts in the cleaning process:
 - resource conservation – energy and water
 - waste disposal
- standards for presentation of premises and organisational procedures to achieve them
- hazards associated with cleaning agents and methods of minimising these:
 - leaking or damaged containers
 - defects in the storage area
 - contamination
 - spillages
 - unsecured equipment
 - breakages.

Assessment Conditions

Skills must be demonstrated in:

- a sport, fitness or recreation facility. This can be a workplace or simulated facility.

Assessment must ensure access to:

- fixtures, large equipment and wet and dry areas to be cleaned, that include a range of different hard and soft surfaces
- cleaning equipment:
 - electrically operated equipment:
 - polishers
 - scrubbers
 - vacuum cleaners
 - garbage receptacles
 - manual equipment:
 - brushes
 - buckets
 - dusters
 - mops
 - pans
 - toilet brushes
 - range of cloths:
 - dry
 - dusting
 - lint-free
 - polishing
 - wet
- cleaning agents and chemicals for hard and soft surfaces:
 - acid-based products
 - agents for specialised surfaces:
 - glass
 - wood
 - cream cleansers
 - deodorisers
 - disinfectants
 - multi-surface cleaners
 - sanitisers
 - spot cleaning agents
 - pesticides
- personal protective clothing:
 - aprons
 - breathing apparatus
 - gloves
 - goggles and masks

- headwear
- jackets
- overalls
- waterproof clothing and footwear
- organisational specifications:
 - equipment manufacturer instructions
 - organisational procedures for cleaning premises and equipment
 - standards for presentation of premises.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>