



## **Detailed Cleaning and Disinfection Plan**

2020-2021

### **Cleaning and Disinfecting Guiding Principles**

1. Disinfecting and sanitizing high-contact areas (i.e., door knobs, bathroom faucets, etc.) will occur twice a day during the school day.
2. Cleaning and disinfecting/sanitizing facility spaces will occur nightly.
3. Cleaning and disinfecting/sanitizing desks, tables and chairs will occur daily.
4. Requiring staff and students to wash their hands (following CDC handwashing procedures) or use sanitizer will be required at the following times.
  - a. Arriving at school
  - b. After using shared surfaces or tools
  - c. Before and after using the restroom
  - d. After blowing your nose, coughing or sneezing
  - e. Before and after eating or preparing foods
5. Sanitizer will be available in high traffic/common areas and classrooms.
6. Shared items that are difficult to disinfect will be discouraged.

### **Daily Cleaning and Disinfection During the School Day (Halt/Spray Q)**

1. Door handles and stairwell railings wiped down twice a day
2. Bathrooms inspected, disinfected as needed, and sanitized twice a day
3. If the lunchroom is used, tables and seats will be disinfected after each use.
4. Classrooms will be supplied with bottles of Halt to disinfect desks before/after lunch ends and instruction begins.

### **Daily Cleaning and Disinfection During the Evening (Halt/Spray Q)**

1. Student desks and chairs will be wiped down and disinfected nightly
2. High-contact areas (e.g., door handles) will be wiped down and disinfected nightly
3. Teachers will put away all papers on tables and desk/podium prior to departure daily so they can be disinfected
4. Whiteboard trays will be wiped down and disinfected nightly
5. Bathrooms will be “deep cleaned” and disinfected nightly
6. Stair railings will be wiped down and disinfected nightly
7. Elevator buttons and doors will be wiped down and disinfected nightly
8. High touch areas in Common Areas will be wiped down and disinfected nightly

### **Weekly Deep Cleaning (Halt/Spray Q)**

1. Includes all items mentioned above within classrooms, bathrooms, and hallways
2. Common areas are detailed and all used chairs will be wiped down.

### **Additional Notes.**

1. Detailed descriptions of each chemical are linked, Claire Disinfectant Spray Q SDS and Halt SDS. This will be shared with all custodians and displayed in the building. Time needed for each chemical to sanitize a surface is as follows:
  - a. Spartan Chemical Halt is 10 minutes
  - b. Claire Disinfectant Spray Q is 3 minutes