

## **Preventative Measures to Minimize the Spread of COVID-19**

### School Cleaning Plan:

This Cleaning Plan was created to ensure reasonable measures are in place to minimize exposure to disease through germs, fluids, and excretions. *School* has an intensified general cleaning, sanitizing and disinfecting routines. Additionally, extra attention is given to high touch or high use surfaces or those specifically touched by symptomatic or ill individuals.

*School* has purchased cleaning and disinfecting supplies and materials in a 3-month supply. These include:

- Disinfecting wipes
- Hand sanitizer
- Paper towels
- *ADD OTHER SUPPLIES*

The following is the Cleaning Schedule that identifies what items must be cleaned, sanitized, or disinfected and with what frequency. This daily cleaning schedule for staff (before, during, and after programming) is to ensure all areas, materials, furniture, and equipment used by students and staff are properly cleaned, sanitized, or disinfected.

<b>LOCATION</b>	<b>ITEM</b>	<b>ACTION</b>	<b>FREQUENCY</b>	<b>STAFF RESPONSIBLE</b>
Classroom	Student Desks	Clean & Disinfect	Daily	Teacher
Bathrooms	Sinks, Toilets, Doors, Handles	Clean & Disinfect	After each use	Staff that accompanied student to bathroom
Entry Ways	Door Handles	Clean & Disinfect	After each use	Receptionist
<i>ADD Other</i>	<i>Areas</i>			

At the end of each day, all areas, materials, furniture, equipment, supplies are properly cleaned, sanitized and disinfected by \_\_\_\_\_ (staff name or staff position).

All cleaning, sanitizing, and disinfecting solutions are stored in \_\_\_\_\_ (list locations), that is accessible to staff in each area of the program but out of reach of the students.

\_\_\_\_\_ (Name of staff person) is responsible for obtaining and maintaining inventory of essential cleaning supplies and hand hygiene products.

Supplies for hand hygiene are adequate and placed appropriately throughout the program. There are hand sanitizers located in the following areas:

- Entry to each classroom
- In each classroom
- Hallways
- Entry to Nursing Room
- Entry to the school
- Entry to bathrooms

Materials required to assist with and clean up after toileting or changing are available in bathrooms or changing areas.