

## COVID 19 Policy #2

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### Cleaning and Disinfecting Policy

#### Purpose:

To ensure that proper sanitizing and disinfecting is taking place daily and prior to new cohorts using a shared space.

#### Application:

This policy applies to all students, participants, teachers, instructional assistants, staff, visitors, volunteers and directors.

#### Definitions:

1. **Sanitizing:** Means to reduce the amount of microorganisms like bacteria, viruses, and fungi on a surface after it has been cleaned. The sanitizer used must reduce the number of bacteria to the level that is deemed safe by the public health standards.
2. **Disinfecting:** To disinfect means to kill specific viruses and pathogens on a surface using a disinfectant. These cleaning agents must kill 99.999% of infectious bacteria, viruses, and fungi within a 5-10 minute period. It is recommended to disinfect frequently touched surfaces.
3. **Cleaners:** Removes germs, dirt, and impurities from surfaces or objects. Works by using soap/detergent, water and friction to physically remove dirt and germs from surfaces.
4. **Cohorts:** A group of students and the staff members assigned to that group. Cohorts remain together for the duration of the curriculum.
5. **Personal protective equipment:** equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses; i.e. gloves, masks, gowns/ lab coats.

#### Procedures: (Note: Cleaning and Disinfecting Chart on page 4)

1. **Always wear disposable gloves for all tasks in the cleaning process, including handling trash.**
  - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.

**2. Areas that will require sanitizing and disinfecting include high touch areas and surfaces that will need to be sanitized every 2 hours: (Red Bottle)**

- Tabletops
- Desk Surfaces
- Kitchen counter tops
- Light switches
- Door knobs
- Sink taps
- Toilet handles

**3. Cleaning electronics such as tablets screens, keyboards, remote controls, etc.**

- Ensure students wash their hands prior to using any electronics, especially keyboards as they are the hardest to clean.
- Consider putting a wipeable cover on the electronics where applicable.
- Ensure all electronics are wiped down before and after use, using an alcohol-based wipe.

**4. Cleaning classrooms and staffroom during lunch or meal times. (Red Bottle)**

- All surface areas used for eating or food preparation must be sanitized before and after all meals.
- Student's desks must be sanitized before and after all meals and snacks.
- Students and teachers are encouraged to bring their own personal labeled water bottle and avoid cross contamination of the drinking fountains.

**5. Sanitizing the kitchen areas. (Red Bottle)**

- All counter tops and areas where food is prepared must be sanitized before and after each use.
- All dish cloths and towels must be washed daily. If possible, have different towels for different uses in the kitchen (i.e. hand drying towel, wiping utensils towel, wiping surfaces towel, etc.).
- Cutting boards must be washed after every use:
  - i. Cutting boards should be washed and sanitized after every use.
  - ii. Cutting boards need to be rinsed after being sanitized and laid on a clean surface to air dry.
  - iii. Cutting boards with deep knife marks should be replaced.
- Eating and cooking utensils.
  - i. Wash with a detergent and warm water.

- ii. Rinse with clean warm water.
- iii. Wipe, spray, or soak for 2 minutes with sanitizer.
- iv. Lay flat to air dry.

**6. Disinfecting at the end of each day and between cohorts. (Large Sprayer)**

- All classrooms and common areas must be disinfected at the end of each day.
- All high touch areas must be disinfected in the following areas prior to the new cohort entering the space.
  - i. Classroom
  - ii. Gym
  - iii. Washrooms
  - iv. Common areas
  - v. Kitchen

**7. Wash your hands after cleaning is complete with soap and water for 20 seconds.**

- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- Place gloves directly in trash.
- Always wash hands immediately after removing gloves.
  - i. Hands must be washed for 20 seconds.

**References: Current as of 06/08/2020 based on the most recent guidance from regulatory authorities.**





<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19.html>

<https://www.albertahealthservices.ca/assets/info/ppih/if-ppih-ncov-2019-staff-faq.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

<https://myhealth.alberta.ca/Alberta/Pages/cleaning-sanitizing-kitchen-toys-surfaces.aspx>

**Reviewed: August 2021**

Bottle Color	Uses
<p><b>Green</b></p> 	<p><b>Wipe and Clean Surfaces</b></p> <ul style="list-style-type: none"> <li>Wipe down visibly dirty items and surfaces.</li> </ul>
<p><b>Blue</b></p> 	<p><b>Glass and Surface Cleaning</b></p>
<p><b>Red</b></p> 	<p><b>Surface Disinfectant</b></p> <ul style="list-style-type: none"> <li>Safe to use with students present.</li> <li>Used every 2 hours</li> <li>Used for sanitizing before and after activities</li> </ul>
<p><b>Large Sprayer</b></p> 	<p><b>Heavy Duty Disinfectant</b></p> <ul style="list-style-type: none"> <li>To be used at the end of the day after students leave to disinfect between cohorts and at the end of each day in classrooms and common areas.</li> <li>To be used if a large area needs to be immediately disinfected- ensure students are removed from the area for at least 30min.</li> </ul>