

CLEANING AND DISINFECTING POLICY

The school will continue to adhere to existing required facilities cleaning practices and procedures, and any new specific requirements of the Centers for Disease Control and Prevention ("CDC") and/or the local health department as they arise. The school will develop a cleaning and disinfecting procedure manual to establish cleaning/disinfecting schedules, targeted areas to be cleaned, and methods and materials to be used.

The cleaning and disinfecting procedure manual will set forth schedules and steps to meet the following requirements:

- At least daily sanitization of surfaces and objects that are frequently touched. Examples of frequently touched areas in schools include, but are not limited to, the following:
 - Classroom desks and chairs
 - Lunchroom tables and chairs
 - Door handles and push plates
 - Handrails
 - Kitchens and bathrooms
 - Light switches
 - Handles on equipment (e.g. athletic equipment)
 - Buttons on vending machines and elevators
 - Desktops
 - Computer keyboards and mice
 - Drinking fountains
 - School bus seats and windows
 - Hands-on learning items
 - Faucet handles
 - Phones
 - Toys

Frequency of cleaning and disinfecting will increase in response to any increased incidence of respiratory or seasonal illness.

- Use of all cleaning products according to the directions on the label. For disinfection, most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available on the EPA's website. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.)
- Bathrooms sanitized daily, or between use as much as possible, using protocols outlined by the Environmental Protection Agency ("EPA").
 - Regarding bathrooms: Avoid crowds by limiting the number of students who can enter at a time.
 - Designate staff members to enforce limited capacity and avoid overcrowding.
 - Utilize no-touch foot pedal trash cans where practicable.
 - Prop doors open to avoid touching handles.
- Drinking fountains are cleaned and sanitized.

- Hand sanitizer is made available at the school bus entrance for each student to use when boarding. Similarly, students will be required to wear face coverings and maintain social distancing to the maximum extent practicable while riding on the bus.
- Bus drivers will be reminded to take certain personal hygiene actions (e.g., frequent hand washing) and afford them the opportunity to do so.
- School will collaborate with transportation providers to develop cleaning and disinfecting procedures and ensure that they are consistently followed.
- School will develop a cleaning/sanitizing checklist to be completed by the personnel responsible for the cleaning. The checklist serves two purposes: 1) providing a roadmap for the steps that need to be taken to properly clean and sanitize the bus; and 2) verifying that the process has been completed as required.
- School will develop procedures to identify sanitizing agents that may be used and limit use to products included on the U.S. Environmental Protection Agency's list of products that have shown to be effective against COVID-19.
- School will develop procedures to include two stages: cleaning, which removes dirt and germs from surfaces, and disinfecting, which kills germs on surfaces that remain after cleaning.
- School will develop a process for the routine cleaning and disinfecting of furniture, accounting for the materials used in furniture in each school building.
- School will provide EPA-registered disposable wipes to teachers and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use.
- School will ensure adequate supplies to support cleaning and disinfection practices.
- School will ensure safe and correct use and storage of cleaning and disinfection supplies, including storing products securely away from children, and ensuring appropriate ventilation so students and staff are not exposed to toxins or fumes.
- School will ensure that cleaning and disinfecting will not take place near children or people with asthma.

CLEANING AND DISINFECTING AFTER A CONFIRMED OR SUSPECTED¹ CASE OF COVID-19

Immediately upon learning of a confirmed or suspected case of COVID-19 in someone who has been on the school premises while infected, the school will take the following steps²:

- If routine cleaning and disinfecting have been completed at least daily, and if the infected person was not on the premises on the day the school was notified of the positive test, or on the day when s/he became ill with COVID-19 symptoms, the school will continue normal cleaning and disinfecting measures.
- If the person was on the premises the day school officials were notified of the positive test or the day when s/he became ill, or if routine cleaning and disinfecting have not been completed at least daily, the school will close off areas used by a sick person, including the isolation area,³ and will not use those areas until cleaned. The school will wait 24 hours to begin cleaning and disinfecting. If it is not possible to wait 24 hours, the school will wait as long as possible.

¹ For purposes of this policy, an individual with a "suspected" case of COVID-19 is someone who is required to be excluded from school as a result of symptoms of or possible exposure to COVID-19 pursuant to the Screening and Suspected Communicable Disease Policy.

² If it has been more than seven days since the person who tested positive for COVID-19 was at school, additional cleaning and disinfection is not necessary.

³ If the number of ill students exceeds the number of isolation areas and the areas cannot be closed for 24 hours, the school will clean and disinfect between ill persons.

- Open outside doors and windows (unless to do so would create a safety risk for students) to increase air circulation in the area.
- Ensure that cleaning staff clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- Advise that once an area had been appropriately disinfected, it can be opened for use.
- Provide additional training to the personnel responsible for cleaning and sanitizing school buses on which a person with confirmed COVID-19 has been present. Topics to be addressed may include proper use of cleaning and disinfecting agents, the cleaning schedule for various surfaces, and safety precautions that need to be taken (e.g., ensuring adequate ventilation while cleaning and sanitizing).

LAST UPDATED: August 27, 2020

References and Resources:

The NJDOE Guidance: *The Road Back: Restart and Recovery*

<https://www.nj.gov/education/reopening/>

CDC Guidance: *CDC Activities and Initiatives Supporting the COVID-19 Response and the President's Plan for Opening America Up Again* (May 2020) <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf>

CDC Guidance: *Coronavirus Disease 2019 (COVID-19) Considerations for Schools* at:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

CDC Guidance: *What Bus Transit Operators Need to Know about COVID-19*

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html>

CDC Guidance: *Schools During the COVID-19 Pandemic*

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

EPA Guide to Cleaning and Disinfecting

https://www.epa.gov/sites/production/files/2020-04/documents/316485-c_reopeningamerica_guidance_4.19_6pm.pdf

Disinfectants for Use Against SARS-CoV-2 (COVID-19)

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19>

COVID-19 Resources for School Bus Personnel

https://www.aft.org/sites/default/files/covid19_info_buscleaning.pdf