

Oneida City School District

Cleaning and Disinfection

Reopening Information Sheet

Custodian Hygiene

The health and safety of employees and students is paramount as the district transitions to a hybrid learning schedule. Custodians must practice healthy hygiene procedures while working in school buildings. This includes utilizing face coverings at all times while in buildings and washing hands for 20-seconds using soap and water after cleaning surfaces and using shared equipment. Social distancing of six feet should be maintained while working. Custodians are required to complete a health screening survey prior to entering a building and must not report for work if they are feeling ill.

Routine Cleaning

Routine cleaning refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection. Products used to clean areas will be NYS Green Program certified products. Routine cleaning must be performed daily and includes, but is not limited to:

- Clean high contact surfaces that are touched by many different people, such as light switches, handrails and doorknobs/handles.
- Clean drinking fountains.
- Clean all toilet fixtures and replenish toilet supplies.
- Wiping desktops
- Empty trash receptacles.
- Dust horizontal surfaces that are readily available and visibly require dusting, including light fixtures.
- Clean elevators.
- Sweep or wet-mop or auto-scrubbing floors.
- Vacuum entryways and high traffic areas that are carpeted and spot clean classroom carpets
- Spot cleaning walls.
- Spot cleaning lockers surfaces

Disinfecting

Disinfecting refers to using chemicals to kill germs on surfaces *after* they have been cleaned (soiled areas **MUST** be cleaned prior to disinfecting). This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection. Disinfecting must be performed daily for the following areas:

- Health Offices (cots, treatment tables, etc.)
- Lunchrooms (if utilized)
- Other frequently touched surfaces

Other areas may be designated as requiring disinfecting, especially if someone is on premises and becomes ill. Principals will notify custodian staff of additional areas requiring disinfecting.

NYS Green Cleaning Program does not address the use of disinfection products. Disinfection products may be used in school settings as needed at any time. The district will disinfect surfaces using a disinfectant labeled to be effective against rhinovirus and/or human coronavirus. If such products are unavailable, the District will use a 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water).

Other Protocols

Custodians will complete a cleaning checklist daily for each room cleaned. The building principal will maintain the checklist. Additionally, each classroom will be equipped with NYS Green Program certified cleaning materials for use by teachers if needed. Hand sanitizer, masks and gloves will be available in each classroom as needed.