

Cleaning Procedures for Facilities and Custodial Staff



As the Department of Education prepares for the possibility of person-to-person transmission of COVID-19 aka novel coronavirus, I would like to inform all facilities and custodial staff of the procedures that we expect programs to follow as part of our response.

Facilities and custodial staff are key contributors in ensuring that our children and program communities remain healthy and safe. Facilities and custodial staff are directed to be diligent in ensuring that all bathrooms remain sufficiently stocked with soap and paper towels. Additionally, facilities and custodial staff are to ensure that all handwashing sinks are in a state of good repair. Good personal hygiene practices remain the best method for preventing the spread of the COVID-19 virus.

Because of the heightened concerns about the potential transmission of the COVID-19 virus, facilities and custodial staff are directed to make an extra effort with regard to their daily cleaning in all buildings by adhering to the following:

- Wipe down all exposed surfaces utilizing an antiviral cleaning product. Special attention is to be paid to horizontal surfaces in the building's common areas, classrooms, and bathrooms, including food surfaces, diaper changing areas, and napping surfaces. Frequently contacted items, such as drinking fountains, faucet handles, door hardware, push plates and light switches are to be wiped down regularly.
- Operable windows and both supply and exhaust ventilation systems should be checked for proper operation. Windows are to be kept open where practical and HVAC equipment is to be operated with maximum airflow to ventilate and "air purge" buildings. Prioritize areas designated for separating ill children under direct adult supervision.

Going forward, facilities and custodial staff are instructed to purchase EPA-registered antiviral products that have an approved emerging viral pathogen claim for COVID-19 or a product with label claims against human coronaviruses. All products are to be used according to the label instructions.

The Division of Early Childhood Education will update you with any additional or different guidance as necessary.

