



# Cleaning Protocol

AACPS follows the professional and expert recommendations of local, state health officials, and the Centers for Disease Control and Prevention (CDC) to make informed decisions regarding the health and safety of students, staff, and visitors.

Please note that public health data and information which informs such recommendations are subject to change. AACPS will make modifications in accordance with local, state, and federal requirements.

## Cleaning Products

- All disinfectants including the pre-moistened wipes, and surface cleaners purchased and used by AACPS are on the EPA “*Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2, the Cause of COVID-19*” list. Note: Bleach is prohibited in public schools.
- All cleaning products are **used in accordance with the manufacturer’s recommendations** as listed on the product label and Safety Data Sheets (SDS).
- In general, AACPS uses low-toxic, green-Certified cleaning products and supplies in accordance with regulation DEE-RA – Green Product Cleaning Supplies for the everyday upkeep of buildings.
- In compliance with AACPS Hazard Communication Policy & Regulation, all cleaning products are **properly labeled and stored in a secure area** for use by authorized staff only.
- **AACPS employees can request disinfectant wipes and hand sanitizer** from their supervisor.
- **Operations staff is trained on the hazards of the cleaning chemicals** used in accordance with Occupational Safety and Health Administration’s (OSHA) Communication Standard.

**Failure to comply with these steps will result in progressive discipline.**

## Cleaning Steps — Confirmed COVID-19 Case

- Upon notification that a person confirmed to have COVID-19 has been present in a school system building, the **affected area will be promptly closed and, where feasible, left unoccupied for 24 hours prior to cleaning and disinfection** by CDC protocols. Principals, administrators, or supervisors will begin working closely with the Anne Arundel County Department of Health to determine exposure risks for school system buildings.
- Buildings, specific rooms, and/or areas where the individual confirmed to have COVID-19 spent time will be assessed on a case-by-case basis. **Areas that require restricted access will be identified.**
- The **cleaning scope of affected areas will be determined by Operations personnel** in consultation with county health department officials. The results of the consultation will be documented on a standard form and signed by the applicable principal, administrator or supervisor to indicate completion of cleaning.

## Cleaning Steps — Daily

- As trained professionals, **AACPS Operations staff provide routine cleaning and disinfecting services consistent with industry standards.**
- **Routine cleaning and disinfecting are important actions** to reduce the risk of exposure to COVID-19.
- **Consistent cleaning of high-traffic areas and frequently-touched surfaces will be performed during hours of operation.** Frequently-touched surfaces include, but are not limited to, tables, doorknobs, light switches, countertops, handles, restrooms, toilets, faucets, sinks, soap and paper towel dispensers, school desks, etc.
- **Cleaning frequency is determined by volume of traffic or use.** Monitoring of areas and surfaces occurs throughout business hours.
- While cleaning and disinfecting common areas is the primary responsibility of the custodial staff, **personal workspace cleaning should be maintained by individual employees.** An employee may request disposable wipes from their supervisor to clean areas in their workspace such as their desk, telephone, keyboard, chair, and/or any other items they use in performing their duties. An employee may also bring their own non-bleach cleaning products to use in their workspace.
- **Hand sanitizer and/or hand sanitizing stations will be accessible** throughout all facilities.