



No. 703.1  
Section: Property  
Title: COVID-19 Environmental  
Cleaning & Disinfection  
1st Reading: April 29, 2020  
Adopted: May 7, 2020

## **Renaissance Academy Charter School Board of Trustees Policy**

### **COVID-19 Environmental Cleaning and Disinfection Policy 2020**

The Board of Trustees of Renaissance Academy Charter School (“Charter School”), recognizes the need to follow best practices when dealing with the cleaning and disinfection of rooms or areas of those with suspected or with confirmed coronavirus disease 2019 (COVID-19). According to current Center for Disease Control (CDC) guidelines, person-to-person transmission of COVID-19 occurs via respiratory droplets and cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings.

This policy aims to limit the survival of novel coronavirus in key environments in Charter School facilities. These recommendations will be updated if additional information becomes available via the [CDC’s COVID-19 Guidance Webpage](#).

#### **Definitions**

- **Cleaning** refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- **Disinfecting** works by using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces risks of spreading infection.

#### **Personal Protective Equipment (PPE) and Hand Hygiene for Charter School staff and vendors charged with cleaning Charter School facilities**

Charter School staff and vendors charged with cleaning Charter School facilities should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash. Gloves and gowns should be compatible with the disinfectant products being used. Additional PPE might be required based on the cleaning/disinfectant

products being used and whether there is a risk of splash. Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. If the risk of bodily fluid exposure is low or minimal, the CDC recommends gloves and gowns that follow the American National Standard PB70 Level 1 or 2. For more information, please use the [American National Standard AAMI Guidelines \(pdf\)](#).

After removing their gloves, each Charter School cleaner should follow the CDC's protocol on washing hands follow the CDC's protocol on the [Center for Disease Control's Handwashing Webpage](#). It is recommended that these handwashing guidelines be posted throughout Charter School facilities.

Charter School cleaners should immediately report breaches in PPE (e.g., tear in gloves) or any potential exposures to their supervisor. It is recommended that all members of the Charter School community should clean their hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains 60%-95% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

The Charter School's CEO or his/her designee should work with their local and state health departments and the Pennsylvania Department of Education to ensure appropriate local protocols and guidelines are being followed regarding COVID-19. The Charter School's CEO or his/her designee is also tasked with educating Charter School staff and vendors performing cleaning, laundry, and trash pick-up duties to recognize the symptoms of COVID-19. Instructions should be communicated to all Charter School staff members on what to do if they develop symptoms of COVID-19. Any Charter School staff member should immediately notify their supervisor and the local health department if they develop symptoms of COVID-19. The health department will provide guidance on what actions need to be taken.

The Charter School's CEO or his/her designee will develop policies for worker protection and provide training to all cleaning staff on site prior to providing cleaning tasks. Training should include when to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE. It is recommended that the [CDC's PPE-Sequence Chart \(pdf\)](#) be posted at Charter School facilities regarding PPE use.

The Charter School's CEO or his/her designee must ensure Charter School staff and vendors are trained on the hazards of the cleaning chemicals used in the workplace in accordance with [Occupational Safety and Health Act's \(OSHA\) Hazard Communication standard \(29 CFR 1910.1200\)](#). The Charter School is also required to comply with [OSHA's Standards on Bloodborne Pathogens \(29 CFR 1910.1030\)](#), including proper disposal of regulated waste, and PPE using [OSHA's PPE Standards \(29 CFR 1910.132\)](#). Please see the Charter School's Bloodborne Policy for additional information.

## **Timing and Location of Cleaning and Disinfection of Surfaces**

The CDC recommends closing off areas used by those members of the Charter School community who might have been affected by COVID-19. Wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.

Charter School staff and vendors charged with cleaning Charter School facilities should clean and disinfect all areas in Charter School facilities used by the potentially affected persons, focusing especially on frequently touched surfaces.

## **How to Clean and Disinfect Surfaces**

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. For disinfection, diluted bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered disinfectants should be effective. Follow the manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. The CDC warns to never mix bleach with ammonia or any other cleanser.

If appropriate for the surface, the CDC recommends preparing a bleach cleaning solution by mixing:

- 5 tablespoons (1/3<sup>rd</sup> cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water

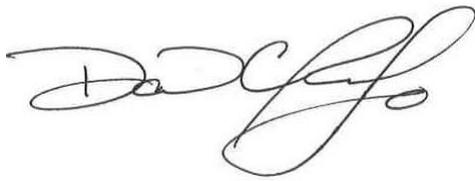
Products with EPA-approved emerging viral pathogens icon are expected to be effective against COVID-19 based on CDC data. Follow the manufacturer's instructions for all cleaning and disinfection products. [View the EPA's List of Approved Disinfectant Products](#).

For porous surfaces such as carpets, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:

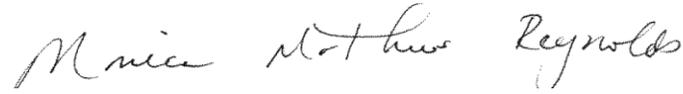
- If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
- Otherwise, use products with the EPA-approved emerging viral pathogens icon that are suitable for porous surfaces

**To the extent that anything in this policy could be construed to conflict with the school's charter or applicable state and/or federal laws, the applicable state and/or federal laws and/or charter control.**

Adopted this 29<sup>th</sup> day of April, 2020

A handwritten signature in cursive script, appearing to read "D. C. [unclear]".

President

A handwritten signature in cursive script that reads "Monica Mathews Reynolds".

Secretary