



## THE LAKE AND PENINSULA SCHOOL DISTRICT

# COVID-19: What You Need to Know Daily Cleaning and Disinfecting Procedures

LPSD will follow CDC guidelines pertaining to cleaning and disinfecting LPSD facilities.

### 1. Custodial Staff.

- a. Are to familiarize themselves with manufacturer's instructions for the cleaning and disinfection products used in LPSD Schools.
- b. Put on gloves and other required personal protective equipment (PPE) before beginning the process of cleaning and disinfecting.

### 2. Methods and Frequency of Cleaning by Staff

- a. When dirty surfaces are observed clean with soap and water. Cleaning with soap and water reduces the number of germs, dirt, and impurities on surfaces.
- b. More frequent cleaning and disinfection will be required based on levels of use.
  - Surfaces and objects in public places should be cleaned prior to, and after each, use.
  - High touch surfaces include tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, toys, etc. are to be cleaned each evening.
- c. The district recommends that each school be cleaned and disinfected each evening
- d. When possible, high touch surfaces should be cleaned throughout the day.
- e. At the request of the school administration and support of the Director of Maintenance of Operations, the Superintendent may approve additional janitorial hours to maintain the above recommendations.

### 3. Use the appropriate disinfectant product.

- a. LPSD's cleaning and disinfecting products when applied according to the manufacturer's label, are effective for use against COVID-19. Custodial Staff are to follow the instructions on the label for all cleaning and disinfection products.
- b. Products provided by the District are registered, hospital grade, 5 minute alkaline disinfectants. Staff will be fully informed and thoroughly trained in its handling and application.

The District asks all staff and students to take steps to reduce the risk of exposure to the virus that causes COVID-19. Reducing exposure to yourself and others is a shared responsibility.

August 24, 2020

Current operations, policies, and procedures in regards to COVID issues will be reviewed on an ongoing basis.