

CLEANING, DISINFECTING & SANITIZING POLICY

Regular cleaning, disinfecting, and sanitizing is vitally important to maintaining the health and safety of our students, their families, and our staff. This document provides a framework for these practices, and also reflects changes enacted during the COVID-19 pandemic.

Guiding Principles:

- Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.
- Disinfection using EPA-approved disinfectants against COVID-19 can also help reduce the risk of viral transmission.
- Frequent disinfection of surfaces and objects touched by multiple people is crucial.
- When EPA-approved disinfectants are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions).

The Children's Workshop follows NAEYC accreditation standards, CFOC national standards, and CDC recommendations for the cleaning, sanitizing and disinfection of educational facilities for children. We will continue the following routine cleaning, sanitizing and disinfecting schedule with additional COVID-19 guidance from the CDC.

Cleaning and Disinfection Policy with Additions for Covid-19:

- We will continue to follow routine cleaning, sanitizing, and disinfecting guidelines for surfaces and objects that are frequently touched, especially toys and games. This will include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, cots, toilets, desks, chairs, cubbies, and playground structures.
- We will clean and disinfect playground equipment between each use and at the end of the day.
- We will continue to use all cleaning products according to the directions on their labels.
- We will use an EPA-registered, fragrance-free disinfectant for disinfection. If surfaces are dirty, they will be cleaned using a detergent or soap and water prior to disinfection. The manufacturer's instructions will be followed for concentration, application method, and contact time for all cleaning and disinfection products.
- If possible, we will provide EPA-registered disposable wipes to childcare providers and other staff members so that commonly used surfaces such as keyboards, desks, writing implements, and remote controls can be wiped down before use.
- We will keep all cleaning materials and products secure and out of reach of children.
- We will not use cleaning products near children, and we will ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.

Cleaning and Sanitizing Toys:

- Toys that cannot be cleaned and sanitized will not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside, out of reach of children, until they are cleaned by hand by a person wearing gloves. Toys will be cleaned with water and detergent, rinsed, sanitized with an EPA-registered disinfectant, rinsed again, and air-dried.
- If available we will also clean toys and classroom materials in a mechanical dishwasher, being mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.
- Washable cloth toys will be used by one individual at a time or will not be used at all. These toys will be laundered before being used by another child.
- Toys will not be shared with other groups of infants or toddlers, unless they are washed and sanitized before being moved from one group to the other.
- Toys that need to be cleaned will be placed aside in a dish pan with soapy water or put in a separate container marked for "soiled toys." We will keep dish pan and water out of reach from children to prevent risk of drowning. Washing with soapy water is the ideal method for cleaning. Toys can be rotated through cleanings.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.

Cleaning and Disinfecting Bedding:

- Only bedding that can be washed will be used.
- Childrens bedding will be kept separately, stored in individually labeled bins, cubbies, or bags. Cots and mats will be labeled for each child. Bedding that touches a child's skin will be cleaned weekly or before use by another child.

