SCHOOL CLEANING GUIDELINES

BIE will prioritize providing a safe and clean environment based upon CDC guidance. Custodial personnel will work to prevent or slow the spread of infectious diseases in BIE facilities. These duties include but are not limited to the following: emptying trash, sweeping, mopping floors, and cleaning and disinfecting classrooms and common areas.

Occupants of the buildings also play an integral role by staying home when they are sick; wearing face coverings as strongly encouraged by BIE, and conforming to tribal government or local health authority rules or regulations for face coverings; washing hands frequently; promptly throwing away trash; and, wiping down commonly used items. This combined effort from custodians and occupants will establish a culture of health and safety inside the schools.

School leaders will conduct regular walk-throughs of school sites to ensure safety measures are being practiced, including in hallways, cafeterias and food service areas, classrooms, and playgrounds. In instances where safety measures are not being followed appropriately, school leaders will ensure additional training is provided and/or a corrective action plan is put in place.

CLEANING BY THE CUSTODIAL STAFF

Custodians will provide routine environmental cleaning of surfaces (e.g., floors, counters, desks, walls, and windows) that removes germs, dirt, and impurities. This process does not necessarily eliminate germs, but it lowers their numbers and the risk of spreading infection by removing them.

Custodians will disinfect frequently touched surfaces and objects with cleaners certified for use in schools and according to the manufacturer’s recommendations on the label to kill germs. Daily disinfected surfaces and objects include but are not limited to: sinks, faucets, toilets, urinals, showers, countertops, lunch room tables, entry doors and hardware, drinking fountains, light switches, automatic door control buttons, exterior surface of lockers, and classroom tables and counters.

Custodians will promptly clean and disinfect surfaces and objects that are visibly soiled with bodily fluids, and any waste that is generated is handled using biomedical waste disposal procedures. In all cases of cleaning and disinfecting, disposable cleaning supplies are placed in the trash immediately after use, and regular emptying of the trash occurs.

If a building occupant tests positive for COVID-19, the facilities manager will be required to provide (or coordinate the provision of) additional cleaning and disinfecting of the areas where the occupant was traced.

The CDC recommends normal routine cleaning of outdoor areas and playgrounds but does not require disinfection. The CDC also recommends washing hands before and after playground use, or even to discontinue playground use. The Facilities Division will arrange for the cleaning of the exterior playgrounds before schools reopen as an added measure during this time.
CLEANING BY SCHOOL PERSONNEL (TEACHERS, STAFF, AIDES, VOLUNTEERS)

Per standard pre-COVID-19 pandemic practices, school personnel should ensure the cleaning and disinfecting of commonly touched surfaces and objects before or after each use.

Examples of surfaces and objects include laptops, Chromebooks, digital devices, mobile electronics, keyboards, phones, lab equipment, physical education equipment, and sports equipment.

Custodians will disinfect desks daily outside of school hours. Additionally, school staff, not students, will ensure that student spaces are cleaned appropriately using safe disinfectant products in accordance with CDC guidance at https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/clean-disinfect-hygiene.html. In this situation, appropriate supplies (e.g., disinfecting wipes) must be provided by the school at school expense. The BIE Safety Officer has provided a list of EPA-recommended products that can be used for disinfection. A frequently updated list of products can be searched by company name, product name, ingredient, and other pertinent criteria online at List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19).

PROTOCOL FOR CLEANING CLASSROOMS AND HIGH-TOUCH AREAS & MATERIALS

Teachers, staff, and aides will ensure classroom surfaces and objects are disinfected throughout the school day, especially between periods of student use, i.e., reserve minutes at the end of each class to allow time for cleaning by appropriate personnel.

• Disinfectant wipes, fragrance-free baby wipes, alcohol wipes, paper towels with soap and water, or micro-fiber cloths are common materials for cleaning classroom surfaces.

• Manipulatives, if required, should be cleaned between uses. Single use, disposable, or multiple individually bagged sets of manipulatives should be used when available.

• Maximize the use of curricular digital resources and ensure proper quarantine procedures for paper texts prior to redistribution. The Northeast Document Conservation Center (NEDCC) provides recommendations for quarantine of books and other collection items which varies by material. Guidance can be found at 3.5 Disinfecting Books and Other Materials.

• Establish rules for shared appliances and a routine cleaning schedule to ensure the cleanliness of refrigerators, coffee pots, and microwaves is maintained.