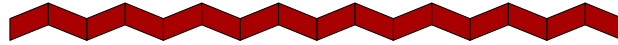




## Routine School Cleaning Information And Custodial Cleaning Procedures



Spread of this novel influenza A (H1N1) virus is thought to occur in the same way that seasonal flu spreads. Flu viruses are spread mainly from person to person through coughing or sneezing by people with influenza. Sometimes people may become infected by touching something with flu viruses on it and then touching their eyes, mouth, or nose. **Because surfaces can be easily contaminated (even after regular cleaning) it is important for individuals to frequently wash their hands.**

The Centers for Disease Control (CDC) and the Fairfax County Health Department (FCHD) do not recommend special cleaning (e.g. bleach cleaning or other non-detergent based cleaners) beyond our current custodial cleaning protocols. Fairfax County Public School (FCPS) Plant Operation staff members are tasked with cleaning and disinfecting FCPS educational facilities to limit and control the growth of harmful germs and bacteria and to minimize the spread of infection and disease. Registered Environmental Protection Agency (EPA) cleaning and disinfecting agents are available at all schools through the Plant Operations staff.

If schools prefer to perform additional cleaning by staff (in addition to the regular cleaning performed by local custodial staff members, schools can consider distributing and using spray bottles of pre-diluted VIREX disinfectant (filled by their custodial staff from the facility's mixing dispenser) for disinfecting horizontal surfaces (procedure below). Younger students should not use spray bottles to apply disinfectant but may be allowed to wipe down horizontal surfaces with paper towels under proper adult supervision. After a review of the Material Safety Data Sheets (MSDS), for the diluted VIREX disinfectant solution, it has been determined that there is no requirement for special personal protective equipment (e.g. gloves) when using the diluted product in a single classroom setting. Staff members and students should be directed to wash their hands after handling any disinfectant or cleaning agent.

Schools can purchase a three (3) pack of 24 ounce spray bottles from the FCPS Procurement Catalog by searching under FCIN 3588027030.

Schools shall affix a chemical label to any spray bottled filled with VIREX II 256 disinfectant. VIREX II 256 chemical labels can be color printed from the last page of this fact sheet. The VIREX II 256 disinfectant label page is designed to be color printed on a typical 3.33" x 4" six (6) labels per sheet shipping label similar to an Avery 5164 label.

### **General procedures for disinfecting horizontal surfaces such as desks and countertops.**

Spray all surfaces down with disinfectant (VIREX) to allow the manufacturer's recommended dwell time.  
Go back to 1<sup>st</sup> surface and wipe down all surfaces with paper towel

The preferred and most economical method for supplementary cleaning is the use of pre-diluted VIREX disinfectant in spray bottles; however, schools may elect to have students bring in (student supply lists) pre-moistened Clorox/Lysol type wipes and use them to sanitize horizontal surfaces. These pre-moistened wipes typically contain the same type of disinfectant as can be found in FCPS custodial supplies. Younger students may be allowed to wipe down horizontal surfaces with these pre-moistened wipes under proper adult supervision. After a review of the Material Safety Data Sheets (MSDS), for typical Clorox/Lysol type disinfectant wipes, it has been determined that there is no requirement for special personal protective equipment (e.g. gloves) when using this product to clean in a single classroom setting. Staff members and students should be directed to wash their hands after handling any disinfectant or cleaning agent.

### **CUSTODIAL CLEANING PROTOCOLS**

#### **Throughout the entire building, commonly-touched surfaces to be cleaned DAILY using disinfectant.**

- Handrails
- Doorknobs
- Light Switches
- Elevator buttons
- Drinking Fountains



**CUSTODIAL CLEANING PROTOCOLS (continued)**

**CLASSROOM/OFFICE SPACE CLEANING AND DISINFECTING**

**Countertops** – clean every day with a disinfectant solution as part of daily schedule

**Door knobs/handle** – clean every day with a disinfectant solution as part of daily schedule

**Desktops** – clean desktops at least twice a week with a disinfectant solution.

**Window sills** – clean at least twice a week with a disinfectant solution.

Restock paper products and soap dispensers where applicable.

**HEALTH ROOM (CLINIC) CLEANING AND DISINFECTING**

Clean sink area, counter tops, mirrors, and sink pipes with disinfectant solution. Clean doorknobs, doors, door jambs, and switch plates with disinfectant solution. Clean and disinfect drinking fountains. Damp mop ceramic tiled floor using mopping solution with disinfectant.

Restock paper products and soap dispensers.

**RESTROOM CLEANING AND DISINFECTING**

Clean and sanitize all toilets, urinals, and drinking fountain with a disinfectant solution.

Clean and sanitize: walls, partitions, fixtures, corners, behind toilets, urinal areas, and hard-to-reach areas on the floor.

Clean and sanitize all surfaces (high and low), partitions, lower walls, mirrors, switch plates, doors and door handles with a disinfectant solution.

Restock paper products and soap dispensers.

**DRINKING FOUNTAIN CLEANING AND DISINFECTING**

Drinking fountains should be checked several times each day and kept in a clean and sanitary condition at all times.

Using a disinfectant, clean the mouthpiece, spout, drain cover, back splash area, and basin, the side, base, back, piping, and lower areas of the fountain, the wall, areas behind and along the sides(splash zone) of the drinking fountain.

**CAFETERIA CLEANING AND DISINFECTING**

Clean and sanitize countertops and with a disinfectant solution as part of the daily schedule.

Drinking fountains should be checked several times each day and kept in a clean and sanitary condition at all times.

Clean and sanitize tiled floors (with a disinfectant) either by Automatic Scrubber (recommended) or by wet mopping.

**SHOWER/LOCKER ROOM CLEANING AND DISINFECTING**

Each restroom in the shower/locker room should be cleaned following the Restroom Procedural (above). All sinks and water fountains should be cleaned/disinfected daily. The entire locker room should be mopped daily using disinfectant solution.

Restock paper products and soap dispensers.

**WEIGHT ROOM CLEANING AND DISINFECTING**

Clean and disinfect exercise equipment seats, backrests, headrests, and hand grips with a disinfectant solution.

Clean toilet, urinals, drinking fountains, and offices in the assigned area.

Restock paper products and soap dispensers.



## SUMMARY

- Proper disinfection of school surfaces is very important to limit and control the growth of germs and to minimize the spread infection and disease.
- Understand product labels and MSDS sheets.
- Prepare disinfectant solutions fresh daily or when solution is visibly diluted or soiled to ensure their effectiveness.
- Practice precautions when cleaning blood or bodily fluid.
- When working with concentrated solutions always wear the proper personal protective equipment.
- Thoroughly wash your hands after cleaning.
- Perform cleaning task in a systematic way. Be consistent when cleaning any surface or area.
- Check manufacturer's recommended dwell time to allow the proper contact time when disinfecting any area
- Change cleaning cloths and sponges continually to avoid cross-contamination.
- Know your daily and weekly cleaning disinfecting procedures. Detailed checklists of all procedures are available from the Office of Facility Management, Plant Operations Section.

**For more information or questions, please contact your Plant Operations Cluster Monitor or  
The Office of Safety and Security at 703-658-3760.**