



COAST UNIFIED SCHOOL DISTRICT COVID-19 CLEANING/DISINFECTING PROTOCOL

School site staff (as assigned by the site administrator) will disinfect non-food, nonporous, high-touch hard surfaces using disinfecting wipes/sprays/solutions periodically throughout the day.

Students may use the "Tersano" solution and a disposable towel to clean their own desk/work space (Tersano solution is non-toxic and is not regulated by the Environmental Protection Agency [EPA] as a pesticide). Tersano is an Aqueous Ozone cleaner that works as a disinfectant for 24 hours after it is made and works as a cleaner for 72 hours after it is made.

Custodial staff have received specialized training in cleaning/disinfecting sites for COVID-19 and will clean and disinfect all classrooms and offices (including high-touch surfaces such as copy machines, printers, tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.) at the end of the day while doing their regularly scheduled cleaning.

Other than Tersano, cleaning and disinfecting products should not be used by or near students.

The difference between Sanitizers and Pesticides

Hand sanitizer, hand wipes and antimicrobial soaps are designed to kill germs on human beings and are regulated by the Food and Drug Administration (FDA). They are not considered pesticides, therefore, do not fall under the Pesticide regulations of the EPA.

Because hand wipes, hand sanitizers and antimicrobial soap products are not regulated by the EPA, you do not need any specialized training in using these products. However, please be sure to follow the instructions for use on the label. Also, young children should be supervised by an adult when using them.

Disinfectants are designed to kill germs on surfaces, therefore, they are considered pesticides and fall under the EPA's Pesticide regulations.

Because disinfecting wipes, sprays and solutions (i.e., Clorox Wipes, Lysol Spray, Terminator, etc.) are regulated as "Pesticides" by the EPA, any District employee who uses these products must first be trained in using pesticides by taking the course on SIPE's "Get Safety Trained" website titled: "***HSA Basic Pest Management in the School and Childcare Settings***". After taking the training course, you must print the "Certificate of Completion" and turn a copy in to your site administrator.

Each site has a designated "Isolation" room that will be used to temporarily house anyone (student or staff) who develops COVID-19 symptoms while on the premises. After the person

has been picked up (or leaves), the room will be closed for at least 24 hours, after which time, it will be thoroughly cleaned and sanitized by custodial staff prior to future use.

The same protocol used to clean/disinfect the "Isolation" room will be followed for the classroom or office of a student or staff member who becomes ill with COVID-19 symptoms while at work.

The difference between Cleaning (sanitizing) and Disinfecting

Cleaning reduces germs, dirt, and impurities from surfaces or objects and works by using soap (or detergent) and water to physically remove germs from surfaces.

- Cleaning of surfaces followed by disinfection is a best practice method for prevention of COVID-19 and other viral respiratory illnesses.

Disinfecting kills (or inactivates) germs on surfaces or objects. Disinfecting works best by using chemicals, as directed, on surfaces after they've been properly cleaned.

Our District uses a product called "Terminator", which is a cleaner/disinfectant/deodorizer. *This product may be used to both clean and disinfect hard, non-food, nonporous contact surfaces.*

Use Terminator to sanitize (clean) contact surfaces. Treated surfaces must remain wet for 60 seconds. Wipe dry with a sponge, mop or cloth or simply allow to air dry. Terminator can be used in a variety of application methods including: Smart Cart, spray and wipe, mop and bucket, foam gun, and as a non-acid bowl cleaner.

To Sanitize Non-Food Contact Surfaces:

- Add 2 oz. of Terminator per four (4) gallons of water. *Treated surfaces must remain wet for 60 seconds.* Wipe dry with a sponge, mop or cloth or allow to air dry.

To Disinfect Non-Food Contact Surfaces:

- Add two (2) oz. of Terminator per one (1) gallon of water. For heavy-duty use, add eight (8) oz. of Terminator per one (1) gallon of water ***(this is the recommended ratio to disinfect for COVID-19)***. For disinfecting, *treated surfaces must remain wet for **ten (10) minutes*** to be effective. Wipe dry with a cloth, sponge or mop, or allow to air dry. For heavily soiled areas, a preliminary cleaning is required.

All persons using disinfecting wipes, sprays or solutions should wear Personal Protective Equipment (PPE), including, but not limited to, disposable gowns, gloves, mask and eye protection.

How to clean and disinfect hard surfaces

Clean

- Wear disposable gloves to clean and disinfect.
- Clean surfaces using soap and water, then use disinfectant (Terminator may be used in place of soap and water).
- Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.
- Practice routine cleaning of frequently touched surfaces.
 - More frequent cleaning and disinfection may be required based on level of use.
- High touch surfaces include:
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, printers/copiers, etc.

Disinfect

- Use an EPA-registered disinfectant ("Terminator" falls under this category). Follow the instructions on the label to ensure safe and effective use of the product.
- Many products recommend:
 - Keeping surface wet for a period of time (**10 minutes for Terminator**).
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- Wear skin protection and consider eye protection for potential splash hazards
- Ensure adequate ventilation
- Use no more than the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Avoid mixing chemical products
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets

How to clean and disinfect soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes

- **Clean** the surface using soap and water or with cleaners appropriate for use on these surfaces.
- Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.

-OR-

- **Disinfect** with an EPA-registered disinfectant.
- Vacuum as usual.

Electronics

For electronics, such as tablets, touch screens, keyboards and remote controls

- Consider putting a wipeable cover on electronics.
- Follow manufacturer's instruction for cleaning and disinfecting.
 - If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.

Laundry

For clothing, towels, linens and other items

- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- Wear disposable gloves when handling dirty laundry from a person who is sick.
- Dirty laundry from a person who is sick can be washed with other people's items.
- Do not shake dirty laundry.
- Clean and disinfect clothes hampers according to guidance above for surfaces.
- Remove gloves, and wash hands right away.

Cleaning and disinfecting your building if someone is sick

- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the area.
- **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, and remote controls.
- Vacuum the space if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Wear disposable gloves to clean and disinfect. For soft (porous) surfaces such as carpeted floors or rugs, clean the surface with detergents or cleaners appropriate for use on these surfaces, according to the textile's label. After cleaning, disinfect with an appropriate EPA-registered disinfectant on [List N: Disinfectants for use against SARS-CoV-2](#)^{external icon}. Soft and porous materials, like carpet, are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials on List N. Follow the disinfectant manufacturer's safety instructions (such as wearing gloves and ensuring

adequate ventilation), concentration level, application method and contact time. Allow sufficient drying time if vacuum is not intended for wet surfaces.

- Temporarily turn off in-room, window-mounted, or on-wall recirculation HVAC to avoid contamination of the HVAC units.
- Do NOT deactivate central HVAC systems. These systems tend to provide better filtration capabilities and introduce outdoor air into the areas that they serve.
- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once area has been appropriately disinfected, it can be opened for use.
 - Workers without close contact with the person who is sick can return to work immediately after disinfection.
- If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

Cleaning and disinfecting outdoor areas

- Outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection.
 - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
 - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- Sidewalks and roads should not be disinfected.
 - Spread of COVID-19 from these surfaces is very low and disinfection is not effective.

When cleaning

- Regular cleaning staff can clean and disinfect community spaces.
 - Ensure they are trained on appropriate use of cleaning and disinfection chemicals.
- Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.
 - Additional personal protective equipment (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.
- Wash your hands often with soap and water for 20 seconds.

- Always wash immediately after removing gloves and after contact with a person who is sick.
- Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

Additional information on COVID-19 is available on the CDC website at:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Information on Terminator Cleaner/Disinfectant/Deodorizer is available at:

<https://www.buckeyeinternational.com/products/disinfectants/terminator>