

Key Action	Elements	Monitoring: What/How	Monitoring: Frequency	Monitoring: Responsible
Facility Hygiene Measures				
1.	General Facility Cleaning	Routine room hygiene	Ensure clean campus facilities Clean all surfaces Vacuum/Mop floors Effective waste disposal	daily; as required Professional Cleaning Service
2.	Sanitation Area Hygiene	WC hygiene	Refill liquid soap dispensers. Empty container for disposable waste Clean sanitary area	twice daily; as required Professional Cleaning Service
3.	Treatment of Contaminated Surfaces (i.e. blood, excrement or vomit)	Extraordinary disinfection procedure	Prophylactic wipes or disinfection with a disposable cloth soaked in disinfectant (VAH list) is required after removal of the contamination Suitable protective clothing, such as working rubber gloves and/or apron, must be worn during disinfection. After use this clothing must be deposited in a bin bag that needs to be tied immediately and replaced. A separate bin with lid is available in the School Nurse's office	as required Professional Cleaning Service / Responding teacher or staff member
Classroom, School Common Areas and Corridor Hygiene Measures				
4.	Ventilation	Adequate Ventilation of classrooms and offices	Fully open windows several times a day for a few minutes to allow for air flow	At least every 45 minutes, if possible more often during the lesson. Classroom teachers; Office staff
5.	Social Distancing	minimal distance of 1,5 m in corridors Single file walking along hallways and stairways One way traffic in halls Multiple entrances to reduce contact Reduced interaction between classes Individual tables Minimal shared materials or resources		Everyone Everyone Students
6.	Clothing storage areas	Individual Space to store clothing and personal items separately to reduce contagion.	Inner and outer surface wash down Cleaned regularly by student	during school holidays regularly or as required Professional Cleaning Service Student
Personal Hygiene Measures				
7.	Hand washing	Frequent hand sanitation	Before start of day Before and after meals Prior to preparing food After each WC use As required	As required Use liquid soap Dry with disposable towels or with a HEPA filter hand dryer Everyone
8.	Hand Disinfection	After contact with blood, stool, vomit and others body excretions	Rub 3-5ml of hand disinfectant into dry hands at least 30 seconds.	As required Teachers