

Classroom Cleaning / Sanitation Schedule

DAILY TASKS (When Children are Outside and at the end of the day):

- Sweep and mop both bathroom and classroom floors at rest time & closing
- Bathroom and classroom sink cleaned and disinfected at rest time & closing. Additionally, one child in the bathroom at a time. **After each use**, the toilet seat, toilet handle and faucets must be sprayed and wiped down.
- Tables and chairs wiped down and sanitized after every use
- Microwave need to be wiped out daily after lunch time
- Cups washed daily and returned to cubby or lunch box
- Wipe teacher desk and keep clear after every use
- Sanitize all mats, cubbies, and trash cans everyday
- Wipe doorknobs & light switches frequently.

Circle Time/Quiet Place	Blocks	Dramatic Play	Science, Sand, Manipulative	Art Center
<ul style="list-style-type: none"> ● Wipe all shelves ● Wash soft items ● Wipe out buckets ● Wash walls in center ● Rotate books ● Sanitize rug 	<ul style="list-style-type: none"> ● Wipe all shelves ● Sanitize all toys ● Wash soft toys ● Wipe chairs & tables ● Wipe out buckets ● Wash walls in center 	<ul style="list-style-type: none"> ● Wipe all shelves ● Sanitize all toys ● Wash soft toys ● Wipe chairs & tables ● Wipe out buckets ● Wash walls in center ● If using dress up clothes, these must be washed daily. 	<ul style="list-style-type: none"> ● Wipe all shelves ● Sanitize all toys ● Wash soft toys ● Wipe chairs & tables ● Wipe out buckets ● Wash walls in center 	<ul style="list-style-type: none"> ● Wipe all shelves ● Clean paint off easel ● Wash smocks ● Wipe chairs & tables ● Wipe out buckets ● Wash walls in center ● Restock center

Sanitizing Procedure

**Lay all hard toys on towel on table
Spray with Lysol / Virex / Bleach spray
Flip toys and repeat**

**USE ONLY TUB MARKED “SANITIZING” FOR CLEANING
SHELVES, CHAIRS AND HARD SURFACES**

**“YUCK BUCKET” items are to be sanitized at rest and at
the end of the day and returned to classroom.**

Closing Procedures

**Empty all trash cans & diaper pails
Sweep & mop all hard surface floors
Wipe tables & chairs with Virex
Wipe clipboards down with Virex**

**SIGN OUT ALL CHILDREN AND RETURN CLIPBOARDS
TO CORRECT CLASSROOM**

7/6/2020 Let's be sure we are all on the same page for cleaning. Outside is using Lysol Clean and fresh Multi surface cleaner (spray version). Inside, everyone should be using disinfecting wipes for doors, light switches, books, tables, etc. and Anti Bacterial Dawn Dish Soap for any toys going into a child's mouth. At the end of the night, a light mist of Virex should be applied to everything and floors should be steamed cleaned (if you want to add a capful of Lysol multi-surface cleaner or Dawn antibacterial soap onto your steam mop pad (NOT INTO THE MACHINE), that is fine).

Here is the revised policy distributed in early June. If you have not been using the dishwasher once a week, you need to be doing so. If you are not cleaning during transitions as described here, you need to be doing so.

Went out to staff 6/4/2020. Attaching to Corona Virus documentation

Ladies, we are seeing a film type build up on the toys from all of the cleaning we are doing. This is causing issues for at least one classroom where we have had 3 children with allergic reactions. Since we now know the virus does not live on surfaces, I would like you to continue to wipe down the large areas and clean the toys in the yuck bucket at transition times but no longer wash or spray down the individual toys at these times. The toys should be washed daily (either nap time or evening) but if you see or feel a film building up, please make a point of putting your toys in the dishwasher. I would actually make it a practice to put your toys in the dishwasher once a week. You can do this by section daily or all of them on a specific day of the week. That way we can be sure there will be no build up and that the toys continue to stay clean. We're all learning together.