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Subject: Cleaning and Disinfecting Our Schools (COVID-19 Pandemic)
Reference: Guidance for the Cleaning and Disinfection of Schools during the COVID-19 Pandemic (State of Connecticut, Department of Public Health. June 22, 2020)

(This Memorandum incorporates excerpts from the above noted Reference material and comment from the author.)

Consistent and proper cleaning and disinfection of surfaces inside school buildings is just one part of a system of procedures that will safeguard the health and safety of students, teachers, and school staff during the COVID-19 pandemic. While contaminated surfaces are not thought to be a very effective mode of transmission for the virus that causes COVID-19, there is still believed to be some risk of transferring virus from one individual to another this way, so careful attention to proper cleaning and disinfection schedules and procedures can reduce the viable virus load in indoor spaces like schools.

This Guidance reference above provides a framework for cleaning and disinfection practices that will allow schools to plan appropriately for fall reopening, including scheduling of cleaning tasks, equipment/product procurement, necessary staffing levels, procedural training, securing personal protective equipment (PPE), and the process of closing, cleaning, and reopening schools in the event of an outbreak. Links to additional sources of information are provided at the end of this guidance.

The Reference material categorizes activities into those recommended to be performed before schools open and those to be performed after schools open. The Berlin Public Schools (BPS), through the Town's Facility Department and the BPS Custodial Department, will be managing, monitoring and performing various activities noted in the guidance material. We plan to follow the recommendations offered by the State Department of Health, including:

- Any areas in school buildings that have been unoccupied for seven (7) or more days need only routine cleaning, not disinfection. The virus that causes COVID-19 cannot survive outside of the body for long periods and after seven (7) days, it is unlikely that any viable virus will have survived on any type of surface, even under ideal conditions.
- Identify which areas need only cleaning and which need cleaning, followed by disinfection.
- Areas needing only routine cleaning include:
 - Outdoor areas such as benches, tables, railings, and playground equipment. Do not spray disinfectants on these surfaces, as it is a waste of disinfection products, unnecessarily exposes children using equipment to disinfectants, and is not shown to provide any additional protection above routine cleaning alone. Cleaning of wooden surfaces outdoors is not recommended.
 - Areas or items located indoors that are not touched or used frequently, such as floors, walls, windows, carpeting, light fixtures, and air vents.
- Areas needing cleaning, followed by disinfection include:
 - "High-touch areas", which refers to hard surfaces indoors that are routinely touched by different individuals. Examples may include (but not limited to) desks and chairs,

- doorknobs, countertops, bathroom surfaces, copiers/scanners/fax machines, computer equipment, shared laptops, Chromebooks, or tablets, physical education equipment, locker rooms (benches, showers, and toileting areas), shared break room appliances, hand rails, door knobs, and light switches.
- Any soft or porous materials that are shared by many individuals (such as blankets, towels, oven mitts, jerseys, etc.) need to be laundered frequently to properly disinfect them. Porous materials are not as easy to disinfect as hard surfaces, so it is recommended that porous surfaces that may be contacted by many different individuals throughout the school day but are not easily laundered (such as upholstered chairs, soft balls and other soft physical education items, etc.) be removed from shared use areas or programs.
- Schedules for cleaning and disinfection
 - Daily
 - Routine cleaning of all areas of the school used during that day.
 - Cleaning and disinfection of "high-touch" areas that you have targeted in your plan.
 - Twice Daily
 - Plan to clean and disinfect bathroom surfaces twice per day, especially during times of full occupancy in the school and in high-traffic bathrooms that are in areas where they are more commonly used.
- Identify and procure appropriate cleaning and disinfection products for your facilities.
 - Cleaning Products:
 - Detergent products (soap) and water are effective for surface cleaning and are very effective at removing the virus that causes COVID-19 from surfaces.
 - Instead of soap and water, commercially prepared cleaning products may also be used.
 - All cleaning products purchased by schools must comply with the Connecticut School Green Cleaning Law.
 - Disinfection Products:
 - Select products listed on the Environmental Protection Agency's List N. These products are approved for use against the virus that causes COVID-19.
 - If you use an EPA List N Product stating that it is both a cleaner and disinfectant, you must use the product twice. First, use the product to clean the surface. Let air dry then use product again, allowing it to remain on the surface for the contact time stated on the label.
 - To reduce the risk of asthma attacks triggered by disinfecting, aim to select disinfectant products from the EPA List N with "asthma-safer" ingredients (hydrogen peroxide, citric acid, or lactic acid), whenever possible.
 - Avoid products that can trigger asthma attacks, such as those containing sodium hypochlorite (bleach), quaternary ammonium compounds (quats), or peroxyacetic (peracetic) acid, whenever possible.

All staff assigned to cleaning and disinfecting activities will be trained regarding the proper, effective and safe use of all products to be used by the BPS. The Administration is planning to hire additional custodians by the opening of schools in order to assist with the necessary and required additional cleaning and disinfecting.

A list of products to be used by BPS for cleaning and disinfecting during this period, as supplied by our Lead Head Custodian, is attached for your information.

Attachment (*below*)

Chemical Name	Recommended Use	Active ingredients
Peroxide Multi Surface Cleaner and Disinfectant	Cleaner/ disinfectant for desks and other surfaces	Sulfonic acid, hydrogen peroxide
Chase Disinfectant Spray	Spray disinfectant, heavy duty cleaning to remove stains and disinfecting bathroom sinks	Ethyl alcohol, butane, propane
Chase Spraypak Foaming Cleaner	Clean, disinfect and deodorize surfaces such as handrails, doorknobs and removing graffiti, water fountains, etc.	Water, trisodium phosphate, butane, propane, 2-butoxyethanol
Ecolab Facilipro Concentrated Neutral Floor Cleaner	Clean and disinfect floors	Oxirane, methyl-, polymer w/oxirane, sodium xylene sulfonate
Ecolab Facilipro 77 Bio-enzymatic Odor Eliminator	Air freshener	Oxirane, 2-methyl-, polymer with oxirane, mono ether, Sodium Xylenesulfonate