



# WHITMAN HANSON

## Whitman-Hanson Regional School District

600 Franklin Street, Whitman, MA 02382

Operations Department

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### Whitman Cleaning Protocols

1. The disinfectant cleaning product we are using is Bioesque Botanical Disinfectant Solution (EPA Approved Sanitizer/Disinfectant).
2. We will be using the Bioesque Botanical Disinfectant Solution (EPA Approved Sanitizer/Disinfectant) to all surfaces in restrooms, clean door handles, stair railings, push plates, water fountains and other touch points.
3. We will be using the Bioesque Botanical Disinfectant Solution (EPA Approved Sanitizer/Disinfectant) to wash hard floors in classrooms, offices and hallways.
  - a. Disinfecting daytime cleaners shall perform the following tasks on Mondays, Tuesdays, Thursdays, and Fridays.
    - All High Touch Points shall be wiped clean with an EPA registered disinfectant at the appropriate dwell time. High Touch Points include\*:
      - Door handles and push plates
      - Tables
      - Sinks/Faucets
      - Restroom fixtures
      - Light switches
      - Water fountains
      - Chair arm rests
      - Meeting room and library furniture
      - Elevator interior surfaces
      - Stairs railings
      - Cafeteria tables
      - Other areas requested by school staff
  - b. Disinfecting evening cleaners shall perform the following tasks on Mondays, Tuesdays, Thursdays, and Fridays.
    - In addition to the standard evening cleaning tasks of trash removal, vacuuming, restroom cleaning and sanitizing, floor washing, dusting, graffiti removal, interior glass cleaning, the cleaners shall do the following\*:
      - Student desk tops
      - Student locker handles
      - Stair railings
      - Restroom fixtures

\*Upon completion of the above tasks each area will be fogged with the EPA approved disinfectant sanitizer.

4. **Wednesday**-(Hybrid Model)\* -

a. Deep cleaning and disinfection district wide:

- Restroom Fixtures including floors
- Hard floors in classrooms, offices and hallways
- Door handles and push plates
- Tables
- Sinks/Faucets
- Light switches
- Water fountains
- Chair arm rests
- Meeting room and library furniture
- Stairs railings
- Student desk tops
- Student locker handles

\*Upon completion of the above tasks each area will be fogged with the EPA approved disinfectant sanitizer.

**Additional Employees**

1. 6 additional contract Cleaning people (through SJ Services) hired:

- 1 FT WHRHS
- 1 FT WMS
- 1 FT HMS
- 1 FT Conley
- 1 FT Duval
- 1 FT Indian Head

FT employees will be at 8hrs/day

○ **Expectations:**

- Full day employee training:
  - High Touch Point Disinfecting
  - PPE
  - EPA approved disinfectant
  - AHERA (Asbestos Hazard Emergency Response Act)
  - Right to Know

○ **Roles:**

- High Touch Point sanitizing/disinfecting

2. **Industrial Hygienist:**

The Whitman Hanson Regional School District (WHRSD) has contracted with a cleaning company to provide for the cleaning and disinfection of the schools and shall implement this specific Scope of Work. It is the cleaning company's responsibility to effectively implement cleaning procedures to attain desired cleaning and disinfection.

- Each school's description and minimum areas to be included in the C&D Scope of Work, are as follows:

Schools Included:

- Whitman Hanson Regional High School

- Hanson Middle School
- Whitman Middle School
- Conley Elementary School
- Duval Elementary School
- Indian Head School

○ **Expectations:**

This work is to be segregated into two distinct tasks, based on the areas being cleaned, as follows:

- **TASK 1:** Cleaning and disinfection of all student and faculty areas; both High touch and Low touch areas
- **TASK 2:** Cleaning and disinfection of all entry and egress areas used by building occupants including both High touch and Low touch areas.
  - Task 1 C&D Activities are to take place working from the furthest areas from the egress(s) toward the egress(s).
  - All elevators are to be included in the Task 2 C&D work.
  - The cleaning company shall provide all personal protective equipment (PPE) for all personnel and authorized site visitors, as needed.

○ **Specific Procedures:**

**Establishing The C&D Work Area**

- Cleaning personnel should conduct C&D while areas are unoccupied. Use “wet floor” or similar signage where feasible to prevent students and faculty from entering active C&D work areas, including periods required for disinfectant contact time or drying.

**Cleaning And Disinfecting (C&D)**

**General Cleaning Procedures:**

- All non-porous surfaces within each work area should be cleaned using a detergent or soap prior to disinfection to ensure disinfectant chemicals are able to fully contact surfaces. Wet mopping methods should be used on floors where possible.
- Disinfect all surfaces within the schools after cleaning. Disinfection products with EPA-approved emerging viral pathogens are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. Follow the manufacturer’s instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- Wet rags / towels with approved cleaning products, but do not saturate. Clean surfaces with moderate pressure, repeating process with clean cloths or rags to remove surface residues. Change rags/ towels often through the process, do not use dirty rags/towels as this will just spread / transfer dirt and biological matter from one surface to another.
- High-touch surfaces should receive special attention. These include, but are not limited to, doorknobs, keyboards, phones, desks, light switches, handrails, restroom fixtures, vending machines, etc.