

Mahomet-Seymour CUSD #3

COVID 19 Cleaning and Disinfecting Process



Teachers/Staff

Each day teachers and activity leaders are responsible for ensuring the frequent cleaning of all surfaces that children come in contact with during their classroom or activity period. Teachers and activity leaders are provided CDC approved cleaning materials/supplies and the training necessary to safely clean all surfaces that children will be in contact with.

In some classrooms the teachers will instruct their students in the proper and frequent cleaning of their individual spaces. All materials are safe for use without PPD's and will be replenished nightly as needed by the custodial staff.

The timing and frequency of the cleaning varies per school. Cleaning in K-5 classrooms will be completed by the teachers and student at the end of both the morning and afternoon sessions. 6-12 classrooms will be cleaned by teachers and students at the end of each classroom period.

Custodial

Daily custodial service is scheduled to cover all occupied and a portion of the unoccupied hours of the day, hours will vary per school. First and second shift custodians dedicate their time cleaning and disinfecting common areas, restrooms, lunchrooms and high traffic areas through out the day in addition to fulfilling their regular assigned duties. They also respond to all environmental situations to clean, sanitize or disinfect as needed during occupied hours. Third shift custodians focus on their individually assigned areas for cleaning, disinfecting and the replenishment of supplies. They also assist each other to ensure the completion of all tasks.

The custodians will perform their regular cleaning duties in their assigned areas, as they leave the rooms/space they will spray a disinfectant mist over surfaces including those cleaned by the teachers and students earlier in the day. Third shift custodians will provide additional cleaning and disinfecting as needed. Any area not cleaned or disinfected during evening shift will be completed early the next morning by the first shift.