

## **COVID19 Additional Daytime Cleaning Procedure**

Academy Transformation Trust and our Cleaning Service provider have worked together to develop an approach to the management of infectious diseases by adapting our cleaning provision due to COVID19.

Our approach to Cleaning/Hygiene can be summarised as:

- Hand Sanitizer units to be located on the wall in each space to allow children to clean hands on re-entry to classroom after toilet breaks, Break times and lunch.
- Posters are displayed throughout the school reminding pupils, staff and visitors to wash their hands, e.g. before entering and leaving the school.
- Pupils, staff and visitors are encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60% alcohol) and follow infection control procedures in accordance with the DfE and PHE's guidance.
- Wash facilities to be provided in each classroom including hand sanitation alcohol gel, tissues, hand wipes to ensure pupils wash hands every hour during the day.
- antibacterial wipes and spray to be used in every room and surface and door handles ensuring any bacteria and infection risk is mitigated.
- Deep cleans have been completed or scheduled with our cleaning services partner prior to opening .
- If Pupil or staff fall ill or show symptoms of COVID 19, the area will be cleared and a deep clean undertaken.
- If pupil/staff suffer confirmed case of COVID19 class space closed for 72 Hours and then medical clean using a fogging device is completed.
- Additional Cleaning resource at each academy to provide support during re-opening.
- Weekly meetings conference call with cleaning supplier to adapt arrangements and manage risk during this period.

Traditional cleaning hours will be maintained to ensure that all areas of the academy receive a through clean combating the spread of infection with a particular focus on the at risk areas and areas of heavy use during the phased re-opening of our academies.

In addition to the regular cleaning hours, additional resource is being mobilised to provide cleaning throughout the academy whilst pupils and staff occupy teaching spaces.

A member of the cleaning team will be on hand to provide additional services and deliver the following specification of cleaning throughout the day to high priority/risk area's:

### **Toilet Facilities**

After each designated toilet break and after any additional use the following will take place:

- Anti-bacterial wipe down of door handles
- Anti-bacterial wipe down of toilet flushers/handles
- Anti-bacterial wipe down of sinks, basins, and taps
- Anti-bacterial wipe down of soap dispensers
- Anti – bacterial wipe down of mirrors
- Disinfectant and clean of any spillages on floor

## **Classrooms**

Each time throughout the day that class takes a break and vacates their designated space the following cleaning will take place:

- Anti-bacterial wipe down of pupil desks
- Anti-bacterial wipe down of pupil chairs
- Anti-bacterial wipe down of Teachers desk
- Anti-bacterial wipe down of Teachers chairs
- Anti-bacterial wipe down of any additional surfaces in use or present in the room (side benches/tables/laptop/fixed PC's)
- Anti-bacterial wipe down of door handles
- Anti-bacterial wipe down of light switches
- Anti-bacterial of hand sanitiser dispensers (fixed and loose)
- Clean of any spillages on floor using appropriate products to kill bacteria on surface
- Empty closed lid bins and dispose of any rubbish

## **Corridors**

The following will take place throughout the day while corridors are unoccupied:

- Anti-bacterial wipe down of door handles
- Anti-bacterial wipe down of door push plates
- Anti-bacterial wipe down of light switches
- Anti-bacterial wipe down of glass panels/surfaces
- Clean of any spillages on floor using appropriate products to kill bacteria on surface

## **Stairwells**

The following will take place throughout the day while corridors are unoccupied or directly after heavy use:

- Anti-bacterial wipe down of handrails/bannister
- Anti-bacterial wipe down of all glass surfaces/panels
- Clean of any spillages on floor using appropriate products to kill bacteria on surface