



## **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 sanitiser available in each space to allow children to clean hands on re-entry to each classroom after toilet breaks, breaktimes and lunch.
- Posters are displayed throughout the school reminding pupils, staff and visitors to wash their hands, e.g. when 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 the infection control procedures, in accordance with the DfE and PHE's guidance.
- Wash facilities are to be provided in each classroom, including soap, water, paper towels, hand sanitation alcohol gel and tissues to ensure pupils wash hands regularly during the day.
- Antibacterial wipes and spray is to be used in every room and on surface and door handles ensuring infection risk is mitigated.
- Deep cleans have been completed by our cleaning services partner prior to the re-opening.
- If a pupil or member of staff fall ill or show symptoms of COVID19, the area will be cleared and a deep clean undertaken.
- If pupils or staff suffer confirmed case of COVID19, the class space will be closed for 72 hours and then medical cleaning using a fogging device will be completed.
- Additional cleaning resources at each academy will provide support during re-opening.
- Weekly meetings, by conference call, with the cleaning supplier to adapt arrangements and manage risk during this period will be undertaken.

Traditional cleaning hours will be maintained to ensure that all areas of the academy receive a thorough 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 resources are 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 areas;

### **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,
- Disinfecting and cleaning of any spillages on the floor.



## Classrooms

Each time throughout the day that classes take a break and vacate 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 teacher's desk,
- Anti-bacterial wipe down of teacher's chairs,
- Anti-bacterial wipe down of any additional surfaces in use or present in the room (side benches/tables/laptop/fixed PCs),
- Anti-bacterial wipe down of door handles,
- Anti-bacterial wipe down of light switches,
- Anti-bacterial of hand sanitiser dispensers (fixed and loose),
- Cleaning of any spillages on floor using appropriate products to kill bacteria on the surface,
- Emptying of closed lid bins and disposing 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 surfaces and glass panels,
- Cleaning of any spillages on floor using appropriate products to kill bacteria on surface.