

Six Steps for Properly Cleaning and Disinfecting Your School

Protect Your School Against COVID-19

Properly cleaning and disinfecting surfaces and objects can help safely and effectively reduce the spread of disease in your school or facility. Routinely clean and disinfect frequently touched surfaces at least daily

- ✓ **Always wear gloves and other personal protective equipment (PPE)** appropriate for the chemicals being used. The PPE may include eye protection.
- ✓ **Cleaning and disinfection products should not be used by or near students.**
- ✓ **Make sure that there is adequate ventilation (air flow) when using chemical products** to prevent yourself or others from inhaling toxic vapors.



- 1. Use an EPA-approved disinfectant against COVID-19.** Visit [epa.gov/listn](https://www.epa.gov/listn) or scan the QR code with your smart phone to check EPA's list of approved disinfectants.
- 2. Always follow the directions on the label.** Check "use sites" and "surface types" to find out where the product can be used. Pay close attention to "precautionary statements."
- 3. Clean surfaces.** Clean surfaces with soap (or detergent) and water prior to disinfection.
- 4. Follow the specified contact time.** Apply the product (e.g., spray or wipe a surface) and allow it to dry according to the specified contact time on the label.
- 5. Wear gloves and wash your hands with soap and water.** Discard disposable gloves after each cleaning and disinfection. For reusable gloves, dedicate a pair to disinfecting surfaces to prevent the spread of COVID-19. After removing gloves, wash your hands with soap and water for at least 20 seconds.
- 6. Store chemicals in a secure location.** Keep product lids closed tightly and store products in a location away from students' reach and sight.

