



Bureau of School Safety and Facility Management
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K-12 School Facilities FAQ Relative to COVID-19

What are the best practices for cleaning a K-12 school facility?

CDC's Cleaning and Disinfection Recommendations can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/prepare/disinfecting-building-facility.html>

For a more detailed disinfection guidance, review CDC's Environmental Cleaning and Disinfection Recommendations: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

What cleaning products are expected to be effective against COVID-19?

A list of EPA-registered products expected to be effective against COVID-19 are listed here:

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2> Always be sure to follow the manufacturer's instructions to ensure safe use.

Always have proper ventilation and never mix household bleach with ammonia or any other cleaning product! Know the proper concentration, application methods and contact time needed to be effective.

To ensure proper application, consider asking your chemical provider for a refresher training.

Is there a checklist cleaning staff can use?

Consider using a checklist to ensure all surfaces and areas have been properly cleaned. Be sure to document and secure the area after it has been cleaned and disinfected. A NH school district shared their checklist and it can be found here:

http://www.nhlearnsremotely.com/uploads/1/3/1/2/131292211/school_cleaning_checklist.xlsx

Should I clean the buses?

Many schools are using their buses to transport remote learning materials, food, etc. Be sure to clean busses after use and limit the people on the bus to the driver and staff needed to deliver materials.

How are school facilities handling vendor management?

Some districts are allowing access to outside contractors (HVAC, pest management, etc.) for the time being. Other districts have halted all vendor access, allowing access for only emergency repairs and food service delivery. This decision will vary based on the district's needs.

Should staff be allowed in the building?

Each district has different needs to serve their community, staff, and students. If portions of your facility are not necessary, consider restricting travel in cleaned/disinfected areas by securing the area or utilizing caution tape to designate areas that have been cleaned.

Consider turning off key fob access for staff that are not allowed in the building.

Consider signage posted at all entrances with posted building hours and contact information for deliveries.

Consider staggering shifts for parents and students to pick up materials.

Should I shut down my HVAC system while the building is not in use?

No. Depending on the use of your building, it may be appropriate to set your system to “unoccupied” mode but it is not recommended you fully shut down your systems.

Other helpful links:

<https://www.epa.gov/coronavirus>

<http://npic.orst.edu/ingred/ptype/amicrob/covid19.html>

<https://www.education.nh.gov/who-we-are/commissioner/cleaning-supplies>

Questions? Contact Amy C. Clark, Administrator of the School Safety and Facility Management Bureau: amy.c.clark@doe.nh.gov or (603) 271-2037.

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