

CLEANING AND SANITIZATION POLICY FOR CUSTODIANS DEALING WITH HUMAN SECRETIONS AND EXCRETIONS

Secretions and excretions include: blood, breast milk, feces, saliva, semen, sweat, tears, urine and vomit. Several steps to prevent transmission of infectious agents (protozoa, bacteria, fungi and viruses, responsible for such diseases as giardiasis, pneumonia, athlete's foot, cytomegalovirus, hepatitis B and AIDS) when dealing with the secretions and excretions listed above include:

1. Wear rubber gloves
2. Clean (wipe, mop, scoop, absorb, etc.) up the secretion/excretion with disposable paper towels or rags.
3. Disinfect (sanitize) the surfaces soiled using germicides labeled as mycobactericidal at the indicated dilutions; if the surface is cleanable by household bleach, use a 1 to 10 (10%) to 1 to 100 (1% solution; for surfaces which would be ruined by bleach (i.e. carpet), use an agent labeled as mycobactericidal treatment.
4. Using doubled plastic bags, contain, transport and dispose of the cleaning materials and secretion/excretions involved per standard guidelines for garbage disposal.
5. At the conclusion of the cleaning and disinfection process, even though gloves were worn, wash hands thoroughly using soap, water and vigorous rubbing for at least 15-30 seconds; dry hands with paper towel and use the paper towel to shut off water supply.

Following these guidelines will effectively reduce the transmission of infectious agents and inhibit the subsequent development of disease when dealing with secretions/excretions in the home, school or work environment.

CLEANING AND SANITIZATION POLICY FOR TEACHERS AND OTHER PRIMARILY NON-CUSTODIAL SCHOOL STAFF

To assist in preventing significant infectious diseases, the following guidelines have been developed:

1. If you are involved in cleaning up secretions/excretions (blood, breast milk, feces, saliva, semen, sweat, tears, urine and vomit), follow suggestions outlines in "Custodial Policy." If you assist a person suffering from a bloody nose or wound of some type, wear disposable gloves, clean off the blood with paper towel, gauze or rags, which will be destroyed, cleanse the exposed skin with an appropriate antiseptic (i.e., alcohol, iodine, etc.), apply a leak-proof dressing if appropriate and wash hands as outline in steps two and three.
2. The most significant factor in preventing spread of pathogens (bacterial, viral, etc.) in routine school settings is thorough hand washing after urinating or defecating, before eating and after cleaning one's nose.
3. The recommended hand washing procedures are as follows:
 - a) Turn on the water supply, wet hands and apply soap (liquid or bar).
 - b) Rub hands briskly together, paying particular attention to fingernails and tips for at least 15 to 30 seconds; then rinse.
 - c) Dry hands with paper towel use the paper towel to turn off the water supply. If you have knee or elbow-operated water faucets as in some newer facilities, use your knee, elbow, wrist or back of hand to turn off water supply. For facilities with cloth towel, strive to use an unused portion of the towel.
 - d) Encourage the installation of knee, elbow or wrist-operated water controls and air dryers.

Adopted by Board Action November 11, 1990