

CLEANING ROUTINE

ROUTINE SCHEDULE FOR CLEANING, SANITIZING & DISINFECTING

(30 MINUTES ALLOCATED BETWEEN EACH SMALL GROUP SESSION TO DISINFECT)

AREAS	BEFORE EACH USE	AFTER EACH USE	DAILY (AT THE END OF THE DAY)	COMMENTS
INDIVIDUAL DESKS	Clean, disinfect	Clean, disinfect	✓	Each child will have their own desk with materials already set on their tables.
CHAIRS	Clean, disinfect	Clean, disinfect	✓	Wiped with disinfectant wipes before and after each class session
SUPPLIES	Clean, disinfect	Clean, disinfect	✓	Each child will have individual materials and will not be shared during class.
KNOBS	Clean, disinfect	Clean, disinfect	✓	BN staff will open prior to class to avoid contact from students
FRONT DOOR	Clean, disinfect	Clean, disinfect	✓	Team members will open door for entry and exit to avoid contact from multiple people
HANDWASHING SINKS & FAUCETS	Clean, disinfect	Clean, disinfect	✓	BN staff will wipe down sinks, faucets, and bathroom materials before and after each use.
TOILETS	Clean, disinfect	Clean, disinfect	✓	Wiped after each use. Cleaning products will be available.