

# Cleaning and Disinfecting Practices

## Policy Statement

Sunnyside Garden Daycare Centre (SGDC) is committed to providing a safe and healthy environment for children, families and employees. SGDC will take every reasonable precaution to prevent the risk of communicable diseases within the centre.

## Purpose

To ensure that all employees are aware of, and adhere to, the directive established by Ontario Ministry of Health, Ontario Ministry of Education, Toronto Public Health (TPH), and Sunnyside Garden Daycare Centre (SGDC) regarding cleaning and disinfecting at the centre.

## Application

This policy applies to all employees, students, community members, and any other persons engaged in business with SGDC.

## Definitions

**Cleaning:** refers to the physical removal of foreign material (i.e., dust, soil) and organic material (i.e., blood, secretions, microorganisms). Cleaning removes, rather than kill microorganisms. Warm water, detergent and mechanical action (i.e., wiping) is required to clean surfaces. Rinsing with clean water is required to complete the cleaning process to ensure the detergent film is removed.

**Disinfecting:** describes a process completed after cleaning in which a chemical solution (e.g., Oxivir Plus & OptimTB Ready-to-Use (RTU) Spray, Optim 33TB Wipes) is used to kill most disease-causing microorganisms. In order to be effective disinfectants must be left on a surface for a period of time (contact time). Contact times are generally prescribed by the product manufacturer. **Any items children may come into contact with, requires a final rinse after the required contact time is observed.**

## **Cleaning Protocols**

Existing practices will be reviewed frequently to determine where enhancements might be required, including frequency and timing of cleaning and disinfecting, areas to clean and disinfect, choice of cleaning products, and child safety, staffing, signage, and PPE use when cleaning.

## **Cleaning Products**

All products including cleaning agents and disinfectants used must be out of reach of children, labelled, have a Drug Identification Number (DIN) and the most current Safety Data Sheets (SDS), which are stored in the red WHMIS binder. The expiry date of the products will be checked prior to use and products must be used according to the manufacturer's instructions.

## **Cleaning Procedure**

- Use detergent and warm water to clean visibly soiled surfaces
- Rinse the surface with clean water (warm to tepid temperature preferred) to ensure detergent is removed
- Let the surface dry

## **Disinfecting Procedure**

Accelerated Hydrogen Peroxide (AHP) is approved by TPH for use at SGDC as a disinfectant.

The AHP products used at SGDC are Oxivir Plus, Oxivir Tb RTU Spray, Optim TB RTU Spray, and/or Optim 33TB RTU Wipes. All are considered fast and effective cleaners and intermediate level disinfectants.

- For general environmental disinfection of high touch surfaces, large toys and equipment that cannot be immersed in a disinfectant solution, use the approved product and leave on for the appropriate contact time.
- For all other toy cleaning and disinfecting use Oxivir Plus, which has to be diluted according to the instructions on the label before use. The minimum contact time for disinfecting is five (5) minutes.

## **Disinfecting using approved AHP products**

- Put on rubber or heavy-duty nitrile gloves and mask, if sensitive to scents

- Spray or wipe on the product and leave on the surface for the appropriate disinfecting contact time. Ensure the spray setting is on stream not mist.
- Once the required disinfecting contact time has elapsed, the surface has now been disinfected
- Any surface children may come in contact with (e.g., lunch tables, toy shelves, etc.) requires a final rinse with a single use paper towel
- If the surface continues to be wet, you may wipe it dry with a single-use paper towel

### **Cleaning and Disinfection frequency requirements:**

Cleaning Program – Enhanced cleaning and disinfecting practices

- Cleaning plus disinfecting is done daily. However, more frequent cleaning and disinfecting may be necessary, depending on the frequency of use and extent of soilage.
- Cleaning and disinfecting logs are maintained.
- The risk associated with transmission with shared objects is low. Therefore, the focus will be on regular hand hygiene and respiratory etiquette to reduce the risk of infection related to high touch surfaces and shared objects. Children practice hand hygiene before and after the use of toys and equipment.

Cleaning frequencies:

- **High-touch surfaces and shared objects:** any surfaces and shared objects that have frequent contact with hands (e.g., door knobs, water fountain knobs, light switches, toilet and faucet handles, handwash sinks, electronic devices, tabletops etc.) These surfaces are cleaned at least daily and as often as necessary (e.g., when visibly dirty or contaminated with body fluids)
- **Tables and countertops used for food preparation and food service:** cleaned and disinfected before and after each use
- **Spills:** cleaned and disinfected immediately
- **Floors:** cleaned and disinfected as required (i.e., when spills occur) and throughout the day when rooms are available (e.g., during outdoor play).
- **Floor Mats:** cleaned and disinfected daily.

- **Indoor/Outdoor toys and equipment:** cleaned and disinfected as often as necessary.
- **Outdoor play structures:** be cleaned and disinfected if the equipment is visibly soiled.
- **Sensory Materials:** (e.g., playdough, water, sand, etc.) if offered, the emphasis is placed on hand hygiene before and after uses of materials
- **Cots**
  - Cots must be labelled and assigned to an individual child
  - Cots must be cleaned and disinfected weekly and as often as necessary (e.g., when soiled or after use by a symptomatic child)
  - Cots must be cleaned and disinfected before usage and prior to being assigned to another child
  - Cots must be stored in a manner which there is no contact with the sleeping surface of another cot
- **Laundry Items**
  - Items to be laundered must be placed in a designated container/bag with a minimal amount of shaking and kept separate from clean items in a designated area until it is picked up by the laundry service for laundering
  - Bedding (blankets/sheets) must be:
    - assigned to an individual child
    - stored separately to prevent accidental sharing and in a manner that prevents contamination
    - laundered weekly and as often as necessary (e.g., when soiled)
  - Children's soiled clothing will be put in a plastic bag, labeled and put in the children's cubby to take home for laundering
  - Clean items are to be put away in the designated cupboard immediately upon being removed from the bag in order to maintain cleanliness

### **Additional Infection Prevention and Control Practices for Hygiene Items**

- Label individual hygiene items (e.g., lotions, creams, ointments, etc.) and store them separately
- When applying creams and lotions during diapering, never put hands directly into lotion or cream bottles, use a tissue or single-use gloves

## **Blood/Bodily Fluid Spills**

Using the steps below, the surface is cleaned first then disinfected.

1. Isolate the area around the spill so that no other objects/humans can be contaminated
2. Gather all supplies, perform hand hygiene, then put on single-use nitrile gloves. If there is a chance of splashing of the fluid, also wear a face shield.
3. Scoop up the fluid with disposable paper towels (check the surrounding area for splash/splatter) and dispose of in separate garbage bag
4. Clean the spill area with detergent, warm water and single-use towels.
5. Rinse to remove detergent residue with clean water and single-use towel.
6. Discard used paper towels and gloves immediately in a tied plastic bag
7. Spray approved product in and around the spill area and allow the appropriate disinfecting contact time
8. A final rinse is required if children come into contact with the area
9. Remove gloves as directed and discard them immediately. Face shields must be disinfected.
10. Perform hand hygiene as directed

❖ Notes:

- If the spill includes broken glass, ensure a brush and dustpan is used to pick it up and discard. Disinfect the brush and dustpan
- **Please refer to the TPH, 'Blood and Bodily Fluid Spills' poster for further guidance**

## **Policy and Procedure Review**

This policy and procedure will be reviewed and signed off by all current employees and by all new employees before commencing employment with SGDC, and at any time where a change is made.