

Custodian Cleaning Protocols

- Day custodian cleans and sanitizes bathrooms 3 time per day. This may be noisy of distracting to staff as some bathrooms are in or close to rooms. - Railings and door handles get cleaned daily during the day and night
- Day custodians can use the electro sprayers to sanitize desks in between class room changes or vacancies during the day as much as possible.
- Principals in elementary need to leave a minimum 20-25 minutes after lunches end for cleaning café before next class starts, this may vary depending on schedules and activities.
- Deep Cleaning nightly of areas based on custodial help provided either PT or contracted

Highly suspected or confirmed illness classroom evacuation

- Nurse must communicate this action directly to custodian immediately - Classroom space becomes off limits and evacuated immediately - Electro sprayers are used to sanitize area, furniture, desks, etc.
- Pod or classroom should be shut down off limits to after school programs. - Use the plus system of communication. Email string to all affected - Room will be cleaned by night shift also.
- Students materials should be bagged and taken with the student.
- Establish Log of events and chain of command for information

Bathroom cleaning Carts

- Cart will be used daily and nightly
- The carts are equipped with fresh water and disinfectant
- Low pressure spray hose wash walls, toilets, urinals, mirrors, stall dividers, complete bathroom top to bottom

Cleaning Supports

- Classroom will be equipped with sanitize wipe buckets and disposable microfiber towels
- These are only to be used for cleaning by staff only
- All classroom will have spray bottle with disinfectant
- Custodians and cleaning staff should wear masks and gloves at all times while cleaning - Day and night custodial staff will check maintain and refill sanitize dispensers.

Schedule ideas for custodians

Elementary schools PSS and ESS

1rst 6:30am-3pm

2nd 1pm-8:30pm
PT- 6pm-11pm. Part time or contracted service

HS- 3pm-7pm One student for each building

Woodland Heights Schedule

1st 6:30am-3pm
2nd 1pm-8:30pm
3rd 5pm-1am
PT 5pm-10pm. Part time or contracted service

Laconia Middle School

1st 6:30am-3pm
2nd 1pm-8:30pm
3rd 5pm-1am
PT- 6pm-11pm Dan Mack
PT- 6 11 part time or contracted service
HS- 3-8. Highschool student

Laconia High School

1st 6:30am-3pm
2nd 1pm- 8:30pm
3rd 5pm-1am
4th 5pm-1am
PT. 5pm-10pm. Bill PT custodian
2/PT 5pm-10pm. 2 part time custodians or contracted services

Laconia Huot Building

PT- 6:30am-10 Needed part time or contracted
PT- 10am-3pm Needed Part time or contracted
2nd 2pm- 10:30pm

These numbers are strictly for cleaning. This does not account for after school activities or sporting events cleanup, set up or cleaning. Hard to account for random schedules and events changes what it would take for this to be covered. Potentially add 1-5hr Part timer for LHS and LMS for event set ups etc. Also this did not account for after school activities such as the needs of Adult ed program, Daycare, Project extra, I do not have information on what they are doing.