

## Sanitation – Storage of Cleaning Supplies

### General Plan/Approach:

Cleaning products are stored in compliance with applicable regulations.

Definition: “Cleaning” supplies include cleaning equipment, soaps, and other cleaning agents, sanitizers, and disinfectants.

**Head Start Program Performance Standards:**

**1302.47 – Safety Practices (b)(1)(iii)**

**Oregon Department of Early Learning and Care:**

**OAR 414-300-0170 – Hazards and Emergencies (1)(i)**

Our procedures are subject to adjustment based on Public Health needs or advisory from either our local, state or federal governing bodies. Any temporary modifications to procedures in this event will be documented and shared with staff.

### Procedure:

1. Cleaning supplies will be stored out of children’s reach (children cannot climb up to the height of where supplies are stored).
2. Cleaning supplies will be stored separately from food, dishes, and eating utensils.
3. Cleaning products must remain in the original container. A spray bottle labeled “soap and water” and another labeled “Tap Water”, are available in each classroom for sanitizing and disinfecting purposes.
4. Cleaning products must have a Safety Data Sheet (SDS). SDSs are located on the home page of the Staff Zone. Contact the Safety Resource Manager with questions on SDSs.
5. New cleaning products may not be purchased unless they have been approved by the Safety Resource Manager.