

Cleaning, Sanitizing, and Disinfecting Schedule

Clean: To remove dirt and debris by scrubbing and washing with a detergent solution and rinsing with water. The friction of cleaning removes most germs and exposes any remaining germs to the effects of a sanitizer or disinfectant used later. Rinsing with water removes the cleaning agent residue.

Sanitize: To reduce germs on inanimate surfaces to levels considered safe by public health codes or regulations. **Disinfect:** To destroy or inactivate most germs on any inanimate object

Item	Sanitize or Disinfect?		Disinfecting = <i>Buckeye Disinfectant Spray</i> (10 min contact time) Sanitizing = <i>Use the Buckeye Sanitizer</i> (1 min contact time)			Before disinfecting or sanitizing, clean surface first, rinse with tap water, then apply disinfectant or sanitizer.
	Sanitize	Disinfect	Daily	Weekly	After Each Use	
Entire Facility						Notes
High Touch Surfaces: Keyboards, light switches, shared workspace areas, and facility entrance and classroom door knobs		✓	✓			For keyboards, spray disinfectant onto paper towel and then apply. Once daily is all that is necessary.
Bodily Fluids on Soft and Hard Surfaces: Carpeted floor, rug, etc. Hard floors and table surfaces		✓			As Needed	Clean with soap and water, rinse, followed by using the Buckeye Disinfectant Spray on hard surfaces or carpets. Keep children out of area during the 10 minute disinfecting time.
Sleeping Areas						Notes
Linens, clothing, and other items that go in the laundry				✓		Launder at least weekly and in between use by another child.
Bedsheets, pillow cases, cribs, cots, mats, and blankets		✓		✓		Launder bedsheets pillowcases, blankets, and use disinfectant on cribs, cots, mats, and before use by another child and at least weekly.
Meal Service Area						Notes
Tables and High Chair Trays	✓				✓	Clean, rinse, before sanitizing with Buckeye Sanitizer .
Meal Carts	✓				✓	Meal Carts are cleaned, rinsed and sanitized in the kitchen before and after meal service.

Classroom Areas	Sanitize	Disinfect	Daily	Weekly	After Each Use	Notes
Mouthed Toys	✓				✓	Collect “mouthed” toys after each use by a child, clean and then sanitize at the end of the day .
Objects intended for the mouth	✓				✓	Thermometers, pacifiers, teething toys, and similar objects must be cleaned, & rinsed. Reusable parts are sanitized between uses. (Pacifiers cannot be shared)
Dramatic Clothes				✓		Launder weekly
Play Areas and Manipulatives	✓			✓		Clean areas first, then sanitize. Clean manipulatives, rinse and sanitize if surface is not porous.
Toilet & Diapering Areas	Sanitize	Disinfect	Daily	Weekly	After Each Use	Notes
Handwashing Sinks/Faucets		✓	✓			Disinfect at the end of each day using Buckeye Disinfectant spray.
Changing Table Pads		✓	✓			Disinfecting after each diaper change using Buckeye Disinfectant.
Changing Table Surface		✓	✓			The surface beneath the pad needs to be cleaned, rinsed and disinfected at the end of each day. Use Buckeye Disinfectant.
Bathroom countertops, toilets, sinks, faucet handles, cabinet handles		✓	✓			Use Buckeye Disinfectant Spray at the end of the day & allow to air dry.
Diaper Trash Cans		✓	✓			Use Buckeye Disinfectant spray