

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

BUILDINGS UNDER HEIGHTENED RISK FOR INFECTION

Clarksville-Montgomery County School System requires that students and school staff follow the Hand Washing Guidelines ([HEA-G013](#)) daily and during times of heightened risk for infection. Hand washing is the most effective way to remove germs from hands. It is the most important measure a person can take to prevent illness and communicable disease.

The Department of Health notifies the Safety and Health Department when schools are at a heightened risk for infection. The Safety and Health Department is responsible for notifying the school Principal and Operations Department when this is advised by e-mail and phone call. A start and stop date will be given for the duration that the two-step procedure is in effect. School staff and students will need to wash hands upon arrival at school. School nurses periodically check to ensure the measures are followed during the times of heightened risk for infection.

Building custodial staff is responsible for following the Two-Step Cleaning and Disinfecting During Heightened Risk for Infection (OPS-P016) procedure for high-touch surfaces. Operations Manager or designee periodically check and/or offer support to ensure the measures are followed during the times of heightened risk for infection. Only during the heightened infection time will the use of the disinfecting solution be on a daily basis, all other times the cleaning solution will be used according to standard operating procedures.

Schools will provide education in hand washing and hand hygiene at least once every school year. This can be provided by the school nurse or online through PLAN.

Implementing Procedures: Two-Step Cleaning and Disinfecting During Heightened Risk for Infection [OPS-P016](#)

Associated Documents: Hand Washing Guidelines [HEA-G013](#)

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
3/3/14	IR	
4/1/15		Reviewed, no changes
9/28/15	A	Clarified how contact will be made. Added statement that this process is used only during heightened infection timeframe.
12/13/16		Updated Risk Management Department with new name, Safety and Health Department.
6/24/21	B	Removed from 2 nd paragraph – hand sanitizer will not be allowed.

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