

Instructions for Disinfecting Kits

Link for volunteer sign up: <https://docs.google.com/spreadsheets/d/1lz7dtwQzS09Fg2nncGTq-DismGFymAd8cw954xuWAA/edit#gid=0>

Thank you for volunteering to disinfect our learning kits! We appreciate your help with this big job! Our goal with these procedures is to keep you and our other families safe. These procedures are all based on CDC and Licensing recommendations. Links to these recommendations can be found on our COVID-19 distance learning Plan.

Materials Needed which will be on the shelves, inside the shed

- Sanitizer
- Tarps
- Masks
- Gloves
- Disinfectant
- Wash cloths
- Bag for dirty cloths
- Trash can
- Ikea bags

Cleaning will take place on the playground. If you will have your children with you, please do your best to have them stay away from the items being sanitized so that they do not become contaminated and also so they do not get accidentally sprayed with disinfectant. Also, if you have your children with you, please wipe off any surfaces your children have touched before you leave.

Only 1 family on the playground at a time. If another family is on the playground and you are waiting to enter, please stay at least 6 feet away when they are exiting.

Parent A 10:00-10:25am

Cleaning steps:

- 1) Clean your hands with sanitizer
- 2) Put on a mask and gloves (If you have a mask from home, that is ok to wear too)
- 3) Spread out six tarps on the grass at the back of the playground
- 4) Take one kit at a time and spread the items out on the tarp (*Work from left to right sanitizing. Put the first kit you will sanitize on the tarp closest to hill. The disinfectant needs to sit for 10 minutes before it can be wiped. This way the next person will know to clean those kits first.*)
- 5) If any items appear dirty or grimy, clean these with a washcloth and a disinfectant first
- 6) Spray the kit items with the disinfectant
- 7) Turn all the items over, so that the parts facing the ground are now exposed
- 8) Spray the kit items again
- 9) These items must now sit for 10 minutes
- 10) You may now repeat these steps with other kits
- 11) Remove your gloves and throw them in the trash
- 12) Clean your hands with sanitizer
- 13) You are done! Thank you for your help!!!!

*Please leave when you have completed your time volunteering. We don't want you to miss your face-to-face time because you were cleaning. Just leave the kits that still need to be sanitized, against the shed.

Parent B 10:30-10:55am

Cleaning Steps

- 14) Clean your hands with sanitizer
- 15) Put on a mask and gloves (If you have a mask from home, that is ok to wear too)
- 16) Grab 6 washcloths and six Ikea bags
- 17) Each kit is on one tarp. Please start with the kit closest to the hill. *(Work from left to right wiping. The disinfectant must sit for 10 minutes before being wiped. The kits closest to the hill have been sitting the longest)*
- 18) Put the wiped items into one bag.
- 19) When one kit has been wiped, grab a new washcloth and Ikea bag and wipe down the second kit. Continue with this process.
- 20) Put the dirty washcloths in the laundry bag
- 21) Take off your gloves and put them in the garbage.
- 22) Sanitize your hands
- 23) You are done! Thanks for your help!

Please leave when your time is complete. You do not need to stay until the job is done. Just let the next parent, Bethany, or Amanda know where you left off.

Parent C 11:00-11:25am

Cleaning steps:

- 24) Clean your hands with sanitizer
- 25) Put on a mask and gloves (If you have a mask from home, that is ok to wear too)
- 26) Spread out six tarps on the grass at the back of the playground
- 27) Take one kit at a time and spread the items out on the tarp *(Work from left to right sanitizing. Put the first kit you will sanitize on the tarp closest to hill. The disinfectant needs to sit for 10 minutes before it can be wiped. This way the next person will know to clean those kits first.)*
- 28) If any items appear dirty or grimy, clean these with a washcloth and a disinfectant first
- 29) Spray the kit items with the disinfectant
- 30) Turn all the items over, so that the parts facing the ground are now exposed
- 31) Spray the kit items again
- 32) These items must now sit for 10 minutes
- 33) You may now repeat these steps with other kits
- 34) Remove your gloves and throw them in the trash
- 35) Clean your hands with sanitizer
- 36) You are done! Thank you for your help!!!!

Please leave when your time is complete. You do not need to stay until the job is done. Just let Bethany or Amanda know where you left off.