

## **PROTOCOL FOR CLASSROOM CLEANING**

Faculty and students are expected to clean their work surface before *and* after each class.

Each classroom is provided with one (1) gallon bucket of disinfecting wipes, lined garbage pail, and a bottle of hand sanitizer, all located near the door.

When entering the classroom, each student and faculty will:

- Remove one (1) wipe from the bucket.
- Wipe all hard surfaces with disinfecting wipe, i.e.: work surface, chair back, water bottle storage at chair base (if applicable).
- Allow area to dry approximately one (1) minute.
- Keep the used wipe with you for the duration of the class

Before exiting the classroom:

- One person at a time, get one (1) wipe from bucket at the cleaning station.
- Wipe all hard surfaces, as before.
- As you exit, dispose of both wipes in lined garbage pail.

### Note for faculty:

Students should be dismissed by row (i.e. row 1 first, row 2 second, etc.) to eliminate congregation at the cleaning station and in the hallways.

If supplies have run out or are low, or to report a cleaning issue contact facilities ([facilities@skidmore.edu](mailto:facilities@skidmore.edu)) or dial 5860, if it is a room emergency.