March 18, 2020

Dear Ivy Family,

There is much to learn about the COVID-19 that causes coronavirus. I would like to share some tips for cleaning and disinfecting a household. These tips are helpful for everyone. They are especially helpful for those whose homes have confirmed cases of COVID-19. There are still no confirmed cases of COVID-19 at Ivy Preparatory Academy.

What we know so far is that COVID-19 and similar viruses spread:
- from person-to-person.
- by close contact of 6 to 10 feet.
- through respiratory droplets made when you sneeze or cough.

As of now, the CDC has not confirmed cases of people getting COVID-19 from surfaces like walls or doors. Current information suggests that COVID-19 remains alive for several hours. We also believe COVID-19 can survive for as long as a couple of days on surfaces. Because of this, it is important that we work to limit the survival of the virus. We do this by cleaning and disinfecting (We are taking these same steps at the school).

**Cleaning** is when we remove germs, dirt, and impurities from surfaces. Cleaning does not kill germs; however, by removing germs we lower the risk of spreading infection.

**Disinfecting** is when we use chemicals and solutions to kill germs on surfaces. Disinfecting does not necessarily clean dirty surfaces or remove germs. However, by killing germs on a surface after cleaning we lower the risk of spreading infection.

Cleaning and disinfecting are best when they are done together. Regular cleaning and disinfection of frequently used surfaces will help a lot. Tables, doorknobs, light switches, handles, desks, toilets, faucets, and sinks are among the most touched surfaces in our homes. When you clean and disinfect, please do so with care. Follow directions on the product label. Make sure you wear gloves, use protective eyewear, and get plenty of air.

Generally, it is important for you to...
- **Learn** about COVID-19 symptoms and help everyone in your household learn more to prevent the further spread of COVID-19.
- **Clean** and **disinfect** high-touch surfaces in household common areas each day. This includes tables, hard-backed chairs, doorknobs, light switches, remotes, handles, desks, toilets, and sinks.
- **Wash** your hands with soap and water for at least 20 seconds. Wash your hands often each day. If soap and water are not immediately available and hands are not
visibly dirty, use an alcohol-based hand sanitizer. If hands are visibly dirty, always wash hands with soap and water.

- **Avoid touching** eyes, nose, or mouth with unwashed hands.

If you are taking care of someone—especially if they have been suspected or confirmed to have COVID-19—please take additional steps to ensure your health and wellness and theirs:

- **Dedicate** a specific bedroom and bathroom for the person suspected or confirmed to have COVID-19.
- **Clean and disinfect** the bedroom and bathroom of the ill person on a limited schedule to reduce your exposure.
- **Feed** the ill person in their room if possible. Non-disposable food service items used should be handled with disposable gloves and washed with hot water or in a dishwasher.
- If a separate restroom is not available, **clean and disinfect** the bathroom of the ill person after each use.
- If possible, **isolate** the person suspected or confirmed to have COVID-19 from other members of your household.
- **Wear** disposable gloves when handling dirty laundry from an ill person.
- **Discard** disposable gloves after each use.
- **Wash** hands immediately after gloves are removed.
- If no gloves are used when handling dirty laundry from an ill person, be sure to **wash** hands afterwards.
- **Clean and disinfect** clothes hampers and use disposable bags.
- **Wash** your hands with soap and water for at least 20 seconds immediately after contact with an ill person.

We cannot stress enough the importance of hand hygiene and other preventive measures. Other times to wash hands include:

- After blowing your nose, coughing, or sneezing
- After using the restroom
- Before eating or preparing food
- After contact with animals or pets
- Before and after helping a child or someone who is sick.

The Right Choice for Girls,

**Ayrieka Charite**

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