



BURPENGARY JETS RUGBY LEAGUE COVIDSAFE CLEANING POLICY

Infection Control Officer: **Melinda Phillips**

Cleaning Co-Ordinator: **Melinda Phillips**

Backup Co-Ordinator: **Rose Tuitupou**

Cleaning Equipment (Clubhouse Facility)

The following equipment is to be stored in a seal tight plastic container within a lockable room out of reach of any children:

- Disposable latex Gloves
- PPE
- Garbage Bags
- Bleach or Chlorine Based Disinfectant
- Detergent
- Alcohol base hand sanitizer (at least 60% alcohol content)
- Single use cleaning clothes or paper towel
- Buckets
- Spray bottles (clearly labelled)
- Antibacterial wipes

Cleaning Equipment (Coaches Individual cleaning pack)

- Disposable latex gloves
- Garbage Bags
- Bucket
- Spray bottles (clearly labelled)
- Detergent

Regular review of stock quantities should be undertaken by the cleaning coordinator to make sure there is always enough cleaning equipment and products readily available for use

Recommended cleaning process:

1. Allocate designated areas to clean to volunteers. If one person is cleaning all areas, they should start at the cleanest area and finish in the dirtiest area to avoid any cross contamination of sites. These areas to be regularly cleaned are as follows:
 - (a) Toilet blocks
 - (b) Change rooms
 - (c) Entry box at front gate
 - (d) Kitchen including stock room
 - (e) Service area adjoining kitchen area
 - (f) Bar area
 - (g) Outdoor undercover seating and canteen service area
2. Gather all items needed for cleaning before entering the area and cleaning begins (this includes making up any cleaning solution into buckets/spray bottles)
3. Clean hands with liquid soap and water (preferable) or alcohol hand sanitiser
4. Put on disposable gloves
5. Avoid touching face while cleaning

6. After cleaning complete dispose of waste in sealed garbage bag, remove gloves and use hand sanitiser to clean hands

Routine Environment Cleaning Requirements

- Clean frequently touched surfaces with detergent solution
- Clean general surfaces and fittings when visibly soiled and immediately after any spillage

Routine environmental cleaning requirements can be divided into 2 groups

Frequently Touched Surfaces	Minimally Touched Surfaces
Door handles, bench tops, light/fan switches, fridge/freezer doors, services counters, cash register	Floors, ceilings, walls
Should be frequently, mechanically cleaned Detergent solution (as per manufacturer's instructions) or detergent/disinfectant wipes can be used (so long as mechanical cleaning is achieved)	Detergent solution (as per manufacturer's instructions) or detergent/disinfection wipes are adequate for cleaning general surfaces Damp mopping is preferable to dry mopping Sinks and basins should be cleaned on a regular basis

Mechanical Cleaning Procedure

1. Use a clean disposable cloth, detergent and water to clean the surface.
2. Rinse with clean water and another clean disposable cloth.
3. Allow to dry.

Disinfectants

Disinfectants are usually only necessary if a surface has been contaminated with potentially infectious material. Given the multiple groups of people that we will be using the facilities at Burpengary Jets fields our cleaning policy will be one of "assume every person is potentially infectious". This will provide the highest level of infection control procedures throughout the 3 staged approach. This means that the cleaning of our facilities will use the combination of both detergent and disinfectant methods.

When using a disinfectant, it should be noted that the disinfectant will not kill germs if the surface has not been cleaned first. Therefore, you **MUST** clean the surfaces using the mechanical cleaning procedure first.

To kill germs, any disinfectant must:

- have enough time in contact with the surface to kill the germs (as per the manufacturer's instructions)
- be used at the right concentration
- be applied to a clean, dry surface
- be effective against those particular germs.

Use of disinfection

- The disinfectant used should be one for which the manufacturer claims antiviral activity, meaning it can kill the virus (such as chlorine-based disinfectants).

- Ready-made disinfection products or diluted bleach can be used.
- Regardless of the product used, it is vital that sufficient contact time is allowed. Refer to the manufacturer's instruction for such information.
- If using freshly made bleach solution, follow manufacturer's instructions for appropriate dilution and use (see below for dilution instructions). Note that prediluted bleach solutions lose potency over time and on exposure to sunlight and any unused solution should be safely discarded at the end of the day.
- Wipe the area with bleach solution using disposable paper towels or a disposable cloth.
- Dispose of gloves and mask in a leak proof plastic bag.
- Wash hands well using soap and water and dry with disposable paper or single-use cloth towel. If water is unavailable, clean hands with alcohol-based hand sanitiser.

Preparation of chlorine-based disinfectant solution

- Chlorine (bleach) can effectively kill viruses but handling it can be hazardous for humans.
- Use a safer alternative, where possible, and always follow manufacturer's instructions.
- Know when and how to dilute it correctly (e.g. always pour concentrate into the water, never the other way around).
- Work in a well-ventilated area and wear personal protective equipment.
- DO NOT use with any other products (e.g. toilet bowl cleaners, acids - including vinegar - or anything containing ammonia).

When preparing bleach solutions, observe the following:

- Gloves should be worn when handling and preparing bleach solutions.
- Appropriate protective eye wear should be worn in case of splashing.
- Bleach solution should be:
 - made up daily.
 - used mainly on hard, non-porous surfaces (it can damage textiles and metals).
- Sufficient time is required to kill the virus; follow manufacturer's instructions. 10 minutes of contact time is required at a concentration of 0.01%.

Household bleach comes in a variety of strengths. The concentration of active ingredient — hypochlorous acid² — can be found on the product label.

Table 1. Recipes to achieve a 1000 ppm (0.1%) bleach solution

Original strength of bleach		Disinfectant recipe		Volume in standard 10L bucket
%	Parts per million	Parts of bleach	Parts of water	
1	10,000	1	9	1000 mL
2	20,000	1	19	500 mL
3	30,000	1	29	333 mL
4	40,000	1	39	250 mL
5	50,000	1	49	200 mL

Waste Handling

Personal waste, such as used tissues, packaging, masks and disposable cleaning supplies should be put securely inside disposable rubbish bags in the same room that is being cleaned.

When dealing with waste, avoid touching the inside of the bag. Make sure the rubbish bag is not completely full, so the contents don't overflow and use two bags if the contents are wet in case it leaks.

This waste can be put with other general rubbish (not recycling or green bins) for your normal rubbish pick-up.

Rubbish bins within each area of the club house and facility should be kept clean and disinfected regularly. If a pedal bin or plastic bucket is used, it is a good idea to use a bin liner. Bin liners stop the bin from getting dirty, help with taking the rubbish out and also help with cleaning and sanitising the bin.

It is important to always wash your hands well and dispose of any personal protective equipment after handling waste.

Terminal cleaning

Terminal cleaning is a complete and enhanced cleaning procedure that decontaminates an area following notification of a confirmed case. Terminal cleaning requires both thorough cleaning and disinfection for environmental decontamination.

Cleaning should be followed by or combined with a disinfectant process (see 2-step clean and 2-in-1 step clean below).

- Ensure room is prepared prior to cleaning
- Wear PPE – surgical mask, protective eyewear, gloves and gown
- Damp dust all surfaces, furniture and fittings
- Clean windows, sills and frames
- Mop floor
- Remove PPE and perform hand hygiene
- Clean all cleaning equipment and return it to the cleaners' storage area, discard any waste
- Perform hand hygiene

2-step clean

Physical cleaning with detergent followed by disinfection with a TGA-listed hospital-grade disinfectant with activity against viruses (according to label/product information) or a chlorine-based product such as sodium hypochlorite.

2-in-1 clean

A physical clean using a combined detergent and TGA-listed hospital-grade disinfectant with activity against viruses (according to label/product information) or a chlorine-based product such as sodium hypochlorite, where indicated for use i.e. a combined detergent/disinfectant wipe or solution.

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