

RVS – Cleaning and Disinfecting of Technology Devices – July 2020

In order to ensure the safety, cleanliness and proper care of shared technology, the following processes are recommended moving forward:

- Use only soft, lint free cloths to clean and sanitize devices (avoid abrasive cloths, paper towels, or similar items);
- Do not use aerosol sprays, solvents, bleach, hydrogen peroxide, acetone, or abrasives;
- Avoid excessive wiping;
- Use damp (not saturated) towels, which liquid can be squeezed out of;
- Keep all liquids away from devices to prevent moisture from making contact with any openings;
- Do not spray liquids directly onto devices – spray onto a cloth first, then wipe.
- Laptop Carts:
 - Attach a bottle of antibacterial gel hand sanitizer to all laptop carts;
 - Instruct users to sanitize hands prior to picking up and after putting back devices.

Sanitizing and Disinfecting Technology Devices:

- Ensure that devices are shut off and unplugged from their power sources (adapter) or other connected devices/cables.
- Use a 70% isopropyl alcohol wipe or a disinfectant wipe (Clorox Bleach-free or Lysol);
- iPads
 - Use an envelope wipe, as the liquid is more controlled than a bottle of wipes and will not streak the display screen as much.
 - Gently wipe the hard, non-porous surfaces.

Teachers will need to instruct students to do the following:

- Ensure that the device is not connected to any power sources.
- Wipe the outside of the device first:
 - Laptops:
 - i. Open the laptop and wipe the keyboard (by this time the wipe will have lost any excess liquid and won't harm the keyboard/motherboard);
 - ii. The display screen may also be wiped and will require a soft micro-cloth wipe after the disinfectant wipe.
 - iPads:
 - i. Gently wipe the hard, non-porous surfaces;
 - ii. Use an envelope wipe for the display screen and then use a soft micro-cloth wipe after the disinfectant wipe.



These are known and used processes in classrooms for technology device use.