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| **PPE DISTRIBUTION & USAGE LIST** | | |  |
| **Description** | **Quantity PPE Supplies** | **Delivery** | **Recommended Use** |
| Cloth Masks | 1 Per Adult  1 Per Student | Monthly | A fresh cloth mask should be issued monthly to each occupant of your building.  Masks should securely cover nose and mouth. |
| Disposable Masks | 5 Per Adult  5 Per Secondary Student  10 Per Elementary Student | Monthly | Make masks available to teachers and offices to issue when an occupant does not have a face covering.  Masks should securely cover nose and mouth.. |
| Face Shield | 1 Per Adult  1 Per Student | Semester | Face shields provide eye protection that a mask cannot give.  They should be worn in conjunction with a face mask. |
| Disinfectant Wipes Packages | 1 Per Adult | Monthly | Wipes are to be used to clean hard surfaces as often as needed. |
| Gallon - Sized Hand Sanitizer | 1 Per Classroom | Monthly | Hand sanitizer is to be used when soap & water is not available. |
| Pump for Gallon-Sized Sanitizer | 1 Per Classroom | Semester | Pump is to be inserted into the gallon-sized sanitizer.  Use by pressing the top of the pump with one hand while your other hand is under the spout to receive the output. |
| Disinfectant Cleaner Spray Bottle | 1 Per Adult | Semester | Disinfectant cleaner is made available to teachers for use whenever work areas of a classroom need to be disinfected during the workday.  Keep out of reach of children, this product is similar to Lysol disinfectant. |
| **\***Disinfectant Pod  (mixes with water to make pink disinfectant cleaner liquid) | 1 Per Adult | Monthly | Handle pod packet with dry hands.  Place packet in the 32-ounce spray bottle the District provided.  Fill with water to the 32-ounce line.  Allow one (1) minute for the packet to dissolve, then swirl contents to mix.  Apply to hard, non-porous surfaces or by applying it to a paper towel or cloth and wiping the desired area.  Allow treated surface to remain wet for ten (10) minutes, then remove excess liquid.  Product will generally dry in fifteen (15) minutes; surfaces that remain wet beyond this time should be wiped dry. Disinfectant should only be used when at least thirty (30) minutes after the last use of the disinfectant before students return. |
| Disposable Gloves | 2 Boxes Per 25 Adults | Quarterly  When Quantities Available | Gloves are recommended only when you are cleaning.  Wearing disposable gloves is not necessary in most situations.  Washing your hands between activities is recommended. |
| AAA Batteries for Thermometers | 1 Replacement Set Per Thermometer | Monthly | Remover cover on thermometer, remove and dispose of spent batteries appropriately, correctly insert new batteries and replace the cover. |

**\*Product Information**

The disinfectant, Aqua ChemPacs, contains the same active ingredient as many over-the-counter disinfectant sprays (including Lysol), Quaternary Ammonium (Quat).  Due to this product’s additional application as a fungicide, it is legally a pesticide (as noted on the bottle) though it is applied as a disinfectant in most cases.  Lysol is a pesticide, though you won't find that term on the product label.  Any product that has "cidal" properties (fungicide, virucide, insecticide, herbicide, etc.) is a pesticide.  Any product that kills bacteria sanitizes; disinfectants kill fungus, bacteria, AND viruses...both products are pesticides.  These items are regulated by the EPA.