



# Hand Hygiene Procedural Guidelines

## APPENDIX

### Purpose

Hand hygiene is an important part of the response to the emergence of COVID-19. Practicing proper hand hygiene, which includes the use of alcohol-based hand sanitizer or handwashing, is a simple yet effective way to prevent the spread of pathogens and infections in the school setting. Handwashing with soap and water at key times throughout the day is one of the most important steps that can be taken to prevent getting sick.

### Procedures

- 1. Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.**
- 2. Know when hands need to be washed, see below:**
  - Before and after consuming meals.
  - Before and after using the restroom.
  - Any time that hands are visibly soiled.
  - Any time there has been contact with cleaning solutions.
  - After blowing one's nose, coughing, or sneezing.
  - Before and after caring for someone who is sick.
  - Before and after treating a cut or a wound.
  - After touching garbage.
  - Before and after wearing gloves.
- 3. Use proper technique, as outlined below, when washing hands:**
  - Wet hands with clean, running water, apply soap.
  - Lather hands by rubbing them together. Be sure to lather the back of hands, between fingers and under nails.
  - Scrub hands for at least 20 seconds.
  - Rinse hands well under clean, running water.
  - Dry hands using a clean paper towel or air dry them.
  - Use paper towel to turn off water.
- 4. Washing hands with soap and water is the best way to reduce the number of germs on them. However, if soap and water are not available, an alcohol-based hand sanitizer that contains at least 60% alcohol can be used. These sanitizers can quickly reduce the number of germs on hands. Proper hand sanitizer use is outlined below:**
  - Apply product to palm of one hand (read label to learn correct amount).
  - Rub hands together.
  - Rub product over all surfaces of hands and fingers until hands are dry.

### Reference

Center for Disease Control and Prevention  
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/hand-hygiene.html>