



## Step 1: Know your labels

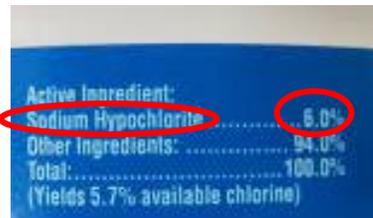
- Ingredients list (usually found on the back side of bottle)

There are now two main types of bleach concentrations on the market:

Standard and Concentrated

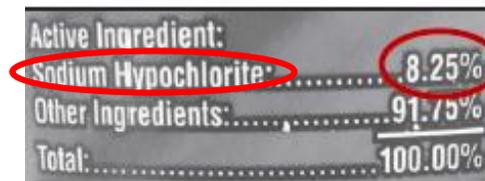
### Standard

- Ranges from 5.25% - 6% sodium hypochlorite
- Not concentrated



### Concentrated

- 8.25% sodium hypochlorite.
- This is concentrated bleach
- Sometimes packaged as:
  - “Regular Bleach Concentrated”
  - or
  - “Regular Concentrated Bleach”



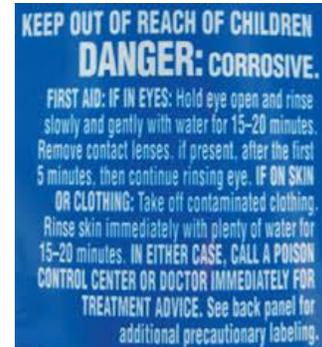
\*\*This bleach does not have the same instructions for use as regular, non-concentrated (5.25% - 6%) bleach. Therefore, it is recommended that you continue using the non-concentrated bleach for as long as it continues to be available.

• **Important instructions**

Read the labels to see if...

- You need to protect yourself when using this product and how.
- How to store it.
- What to do in case of an accident.

Example label:



**Step 2: Gather your supplies**

1. Bleach



2. Spray bottles (x2)



3. Funnel



4. Marker



5. Measuring spoons



6. Measuring cup



7. Safety items (read the label)



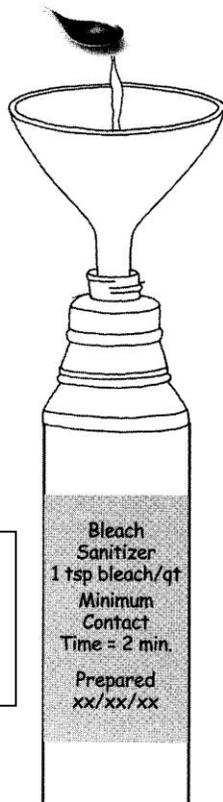
8. Water



### Step 3: Prepare your solution

1. Label the spray bottles (see below for an example)
2. Read the bottle for any other safety instructions.
3. Unscrew spray bottle top and add the right amount of water based on what it will be used for – sanitizing or disinfecting (see the picture)
4. Add the right amount of bleach based on what it will be used for – sanitizing or disinfecting (see the picture)
5. Screw spray bottle top back on and keep in a safe place

Note: Solutions must be prepared daily or they will not work.  
Throw away bleach after a few months.

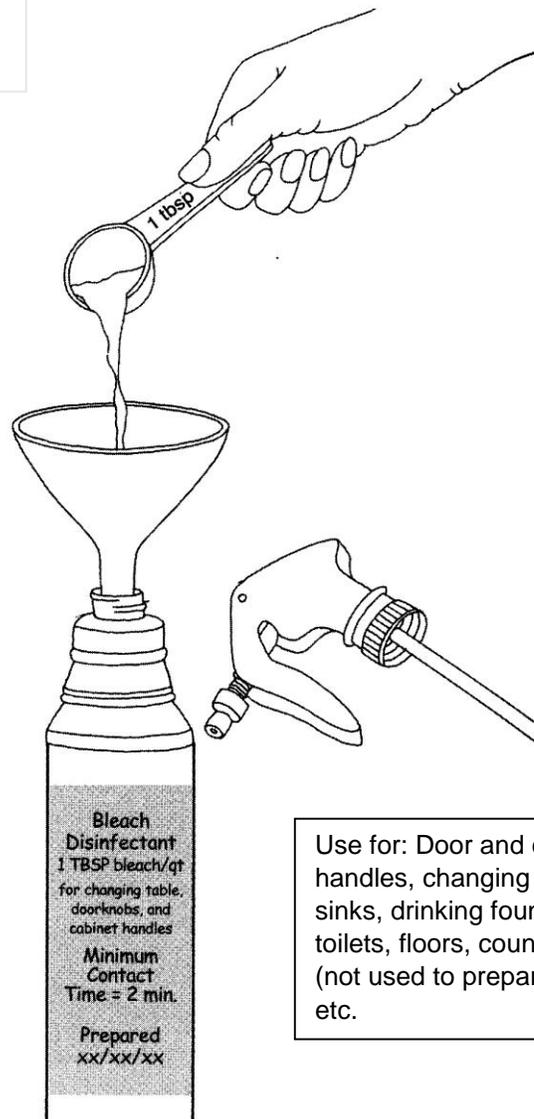


Use for: Food areas, eating utensils, mouthed toys (hard), etc.

Bleach Sanitizer  
1 tsp bleach/qt  
Minimum Contact Time = 2 min.  
Prepared xx/xx/xx



**Sanitizing solution:**  
1 teaspoon per quart  
(1 tablespoon per gallon),  
mixed fresh daily



Use for: Door and cabinet handles, changing tables, sinks, drinking fountains, toilets, floors, countertops (not used to prepare food), etc.

Bleach Disinfectant  
1 TBSP bleach/qt  
for changing table, doorknobs, and cabinet handles  
Minimum Contact Time = 2 min.  
Prepared xx/xx/xx

**Disinfecting solution:** 1 tablespoon per quart (1/4 to 3/4 of a cup per gallon), mixed fresh daily

Source: Healthy Young Children: A Manual for Programs 5<sup>th</sup> Ed.

*If you have any questions about this information, please contact your specialist.*