

COVID-19 Safe Practices Walkthrough Form



Date:	2/18/2021	
District:	State Authorized Charter School	
School:	Albuquerque School of Excellence	
District/Charter Contact Name:	Mustafa Ayik, Head Administrator	District/Charter Signature:
Fire Marshal/ PED Staff Name:	Melissa Sanchez, PED Staff	Fire Marshal/ PED Staff Signature:
Current Status - Circle	Safe Practice	Notes/ Checklist
YES	Multi-ply cloth masks available and utilized by all staff and students, over the nose and mouth, secure under the chin, snug on face with no gaps.	Extra cloth masks for staff 2,000 total, already received 10 each for students 2 per student Extra Disposables every class equip with box of 50. 55 classrooms
YES	Classrooms and commons areas are set up for 6 feet social distancing with 50% student enrollment in place.	Are desk marked for A/B cohorts? No, but students are assigned a desk they will use either MT or THF and a deep clean on W and F. Are desks/students facing one direction? Clear plastic, 3 sided panels up on each elementary desk/table
YES	If applicable, cafeteria (or other congregate feeding area) is set up for 6 feet social distancing and cohorts of students are not mixed.	Students will eat in classroom. Food delivered to table in the hall and staff will deliver to the classroom.
YES	Hand sanitizer that contains at least 60% alcohol is available across the school and ample cleaning supplies in place. Soap and supplies in bathrooms are ample with reliable running water.	touchless sanitizer in each room, plenty of germex on hand in each room as well. Two students in restroom at a time.
YES	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to frequently touched surfaces including both building, playground and buses.	Sanitizing protocols-In house janitorial staff assigned to specific areas, cleaning logs and signoff completions Special Equipment - hepa filters for each classroom 55 classroom and 20 for other rooms, ionization filtration unit installed in AC unit Sanitization logs accessible and posted across the school site? Lockers - Yes, but will not be used.
YES	School doors and windows are operable and other air filtration measures in place. Fans in place - where? Dampers open to increase airflow? Open doors and windows? Air filters in place?	Hepa filters for each classroom (55 total) and for 20 rooms throughout the school.
YES	School ventilation systems are functional and meet standard.	Choose from the following: HEPA Filters Number of units: 55 for each classroom, 20 for other rooms throughout school
YES	Evacuation plan in place that maintains 6 feet social distancing. Dismissal process in place that maintains social distancing.	Arrival to school - separate entrance for K-2, students will go straight to classrooms. Grades 3-5 will enter on the west side of building if no breakfast, if picking up breakfast, grab and go on the east side. Teachers in classrooms, other staff monitoring halls and entrances. Building evacuations
YES	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses in place.	Isolation Rooms in each building, separate from the nurses office.
YES	Protocols and signage in place for entrance into the building including temperature other symptoms check.	Signage in multiple languages as appropriate? Yes signage at all entrances and doors.
YES	Signage across the school site that includes expectations for prevention practices: frequently washing hands, avoiding touching eyes, nose, and mouth, wearing masks, staying 6 feet apart and direction of traffic.	Signage in multiple languages as appropriate? Cleaning instructions in both English and Spanish. Signs throughout the school. Will add more signs upstairs for 3-5 grade and dual language. Have them on hand.
General Notes (add a brief description of the hybrid model used and target reopening date) Grades served? K-12 Student population 843 How many in hybrid Elementary - 60% indicated want hybrid. Max at 10 student per classroom each day , HS = 40% indicating hybrid, looking like approx 8 students per classroom Target start date? 3/1/21, depending on GB approval Hybrid model - MT & TF cohort groups, days 2 days each. No one on campus on Wednesday to clean		