

COVID-19 Safe Practices Walkthrough Form

Date:	2/11/2021	
District:	Central Consolidated School District #22	
School:	Kirtland Middle School	
District/ Charter Contact Name	Mr. David Griego/Director Candace Thompson	District/Charter Signature: 
Fire Marshal/ PED Staff Name	Shafiq Chaudhary (PED)	Fire Marshal/ PED Staff Signature: 
Current Status Use	Safe Practice	Notes/ Checklist
Drop Down		
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 disposable masks on hand? Each student will receive 2 cloth and surgical masks. The school does have extras on hand to distribute. Staff have received 2 cloth masks. The district and schools follow a similar procedure for ordering new masks: 1) The school puts in a work order through SchoolDude for new masks, hand sanitizer, or other work and the district dispatches personnel to deliver the requested items. 2) [For Masks] The school
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? Are desks/ students facing one direction? Cohort A comes in Monday and Tuesday; Cohort B comes Thursday and Friday. Cohort A and B will share same set of desks which will be cleaned between passing periods and deep sanitization on Wednesday and Friday evenings, after cohorts are gone. All desks are facing one direction and staff ensured 6 feet social distancing between desks.
Yes	If applicable, cafeteria (or other congregate feeding area) is set up for 6 feet social distancing and cohorts of students are not mixed.	When visiting with Mr. David Griego (District Safety Officer), Principal Benn and Head Custodian Connie, we collaborated and problem solved the cafeteria situation. Similar to the high school, discovered each round table has diameter of 5 feet. After collaboration, it was decided each table will have 1 seat (with all seats facing the same direction) and extra tables placed in outside area, spaced 6 feet apart. In addition, Principal Benn will look over the cohort rostering and identify which classrooms have meals delivered to them for
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.	The district provided and setup mobile hand sanitizer stations for use by schools. School deployed mobile hand sanitizer stations in hallways, entry ways. Teachers provided Lemon disinfectant and were trained in the use of the disinfectant. Bathrooms are stocked with soap and running water. Middle stalls in restrooms are blocked to maintain 6 feet social distancing. Custodians regularly check bathrooms and restrooms as necessary.
Yes	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to frequently touched surfaces including both building, playground and buses.	Sanitization logs accessible and posted across the school site? Daily cleaning occurs (morning/evening) of high traffic&touch areas, classrooms and bathrooms. Custodians monitor and regularly clean bathrooms and high touch areas throughout the day. Every 60 days, the custodians utilize PreventX 24 for deep cleaning and mark outside the classroom doors when PreventX24 was used. Custodians also log when the rooms was last cleaned and display a log outside each room. Custodians deep clean building on Wednesdays when no staff are onsite and Friday evenings (inbetween Cohorts A and B).
Yes	School doors and windows are operable and other air filtration measures in place.	Dampners are open at 100% to maximize air circulation. Windows can open.
Yes	School ventilation systems are functional and meet standard.	HEPA Filters This school has the MERV8 system. The district ordered MERV13 (Please see the PO attached showing it was ordered 12/9/20). Filters are changed out every 3 months (See
Yes	Evacuation plan in place that maintains 6 feet social distancing. Dismissal process in place that maintains social distancing.	School ensures staggered dismissal by cohort for car pick up, driving, and bus riders. School staff have reworked bell schedule to allow time between class periods for cleaning and limiting time in the hallways. No lockers are issued and the surfaces are cleaned regularly throughout day (considered high touch area).
Yes	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses in place.	Isolation room near the nurses office where the nurse or health aid can monitor. Has space for multiple students if necessary. District facilities team replaced the carpet with hardwood flooring for easier sanitization.
Yes	Protocols and signage in place for entrance into the building including temperature other symptoms check.	District/School staff and students have the "School Info" app installed on smart devices. They use this to self identify if have any symptoms of COVID-19. This is shown to enter the building, whether it is staff or students on bus or students being dropped off. Bus drivers ask for the app as students get on; if students do not have app, they fill out a paper form. Bus driver performs temperature check. Once students arrive at the building, they are sent immediately to class.
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? Signage at the entrance. On floors and hallway walls, signage for one-ways; at restrooms, signage for washing hands posted. We recommended addition signage for social distancing, wearing masks are put up in all areas of all buildings.
	General Notes The school is well prepared and excited to welcome students back. Mr. Griego and I recommended changes in the cafeteria, as described above and to add more signage. It was a pleasure to meet the staff and witness the dedication to ensure students return to a safe environment.	