

COVID-19 Safe Practices Walkthrough Form



Date:	Wednesday, February 3, 2021	
District:	State Charter	
School:	Estancia Valley Classical Academy	
District / Charter Contact Name	Jennifer Mock Tim Beard	District/Charter Signature: <i>Jennifer Mock</i>
Fire Marshal/ PED Staff Name	Severo Martinez, Director Jeremy Garcia, Investigation Bureau Karen Woerner, Deputy Director	Fire Marshal/ PED Staff Signature: <i>[Signature]</i>
Current Status Yes or No	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 and students? 300 cloth masks on hand Extra disposable masks? Box in each classroom plus 5,000 paper masks in office
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 Are desks/ students facing one direction? Yes Marks on floors? Yes Plexiglass barriers/Shields? Teachers were observed with face shields in addition to masks for working one-on-one with students
Yes	If applicable, cafeteria (or other congregate feeding area) is set up for 6 feet social distancing and cohorts of students are not mixed.	Facing same direction? Yes No cafeteria. Students eat in classrooms which was observed during the visit. No bus transportation provided.
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.	Location of sanitizer and cleaning supplies? Every classroom, lounges and restrooms. Stations with cleaning supplies to clean between cohorts and sanitizer throughout the building
Yes	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to frequently touched surfaces (doors, doorknobs, globes, tetherballs, etc) including building, playground and buses.	What are the sanitization protocols? Regular cleaning, disinfecting daily Any special equipment to note? Hydrostatic sprayer Sanitization logs accessible and posted across the school site? Custodian logs posted in each hallway; one custodian per hallway Lockers? Not allowed Two playgrounds; one cohort per during recess
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?	Fans are in place in each room Doors open Air purifiers in each hallway
Yes	School ventilation systems are functional and meet standard. MERV # (9/10/11/12/13)?	Number of units? 15 units, MERV-11 in all; MERV-13 in office unit; filters changed quarterly but the school has been advised that the filters will need to be changed monthly or lower the rating to MERV-10; School had to replace two motors on HVAC systems this year HEPA Filters? One in each hallway
Yes	Evacuation plan in place that maintains 6 feet social distancing. Dismissal process in place that maintains social distancing.	Describe building evacuations due to fire (Consider offsite evacuations also) Fire drill folders with reminders in each classroom Dismissal process: Parents have student and teacher names posted in car windows; Students stay in class until called; School uses Google Meets with teachers on computers. Dots visible outside to keep students separated Dismissal is also staggered, elementary vs secondary
Yes	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses (report directly to isolation room) in place.	Preferably not the health office due to need to distribute medication or other health issues. Is restroom nearby? Three rooms - NOT the nurse's office; Nurse is onsite one day per week; Health Asst full-time each day
Yes	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	Temperature check conducted upon entry Entrance signage and instructions could be posted more visibly
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? Minimum signage throughout school; School eagerly agreed to immediately post more signs and signs in spanish; Directional arrows on hallway floors and divided line in center of corridor
General Notes (add a brief description of the hybrid model used and target reopening date) Grades Served? K-12, presently 336 students in grades K-6 in hybrid; want to add 200 students in grades 7-12 Number expected to remain remote? 35 students in grades 7-12 have elected to remain remote only Target start date for hybrid in-person learning: ASAP, were hoping for 2/8/2021 Briefly describe the hybrid model (cohort groups; days; etc): Cohort A Mon/Tue; Cohort B Wed/Thu; sibling groups together in cohorts to minimize impact to families; 16 maximum students in classrooms to maintain 6 foot distance; no lockers allowed; students must keep all materials in backpacks; ordered additional materials to prevent sharing		