

COVID-19 Safe Practices Walkthrough Form



[Handwritten Signature]

M. Maestas

Date:	Monday, February 22, 2021
District:	Santa Fe Public Schools
School:	The Academy for Technology and the Classics
District / Charter Contact Name	Morgan, Jason
Fire Marshal/ PED Staff Name	Maestas, Megan S.

District/Charter Signature: _____
 Fire Marshal/ PED Staff Signature: _____

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? Extra cloth masks for students? Extra disposable masks? <u>Yes, school has ample mask and face shield inventory (1000+ pieces)</u>
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? <u>Yes, students will be assigned to their own desk and will remain in the same location while on campus. School is expanding outdoor spaces with respect to social distancing measures and large event tents to provide desk space.</u> Are desks/ students facing one direction? <u>Yes, of the classrooms observed, they were set up with students facing in one direction.</u> Marks on floors? <u>Yes, clear directional markings.</u>
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? <u>Yes, the school spaced out their dining tables and stools to ensure students are facing one direction for indoor and outdoor spaces.</u>
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? <u>Every classroom had its own automatically hand sanitizer dispenser. Hand sanitizer dispensers were also placed throughout the school in common shared spaces.</u>
Yes	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to <u>frequently touched surfaces</u> (doors, doorknobs, globes, tetherballs, etc.) including building, <u>playground</u> and <u>buses</u> .	What are the sanitization protocols? <u>The school has established cleaning schedules for during the day with high touch areas as well as deep cleaning protocols during the evening.</u> Any special equipment to note? <u>School is purchasing an electrostatic fogging machine for cleaning during the school day.</u> Sanitization logs accessible and posted across the school site? <u>Logs were observed at each restroom and in a binder maintained by the cleaning staff.</u>
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? <u>• Air filter in place?</u>	<u>Each classroom space has an individual HEPA air filter, along with several other air filters placed in common shared spaces throughout the school that were not supported by the HVAC system. In addition, each classroom has the ability to open one side of the windows.</u>
Yes	School ventilation systems are functional and meet standard.	Number of units? <u>2 HVAC systems but one of the units does not service the entire main building. In those cases, each space had an individual HEPA filter unit.</u> HEPA Filters? <u>30 HEPA Filter units in all classroom spaces and staggered throughout the school building.</u> MERV # (9/10/11/12/13)? <u>MERV 13 filters installed in HVAC systems that can support that filter type, evidenced by installation invoice dated 14 OCT 2020. All other classroom spaces not supported by the HVAC system have individual HEPA filter units per learning space.</u>
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) <u>School has identified various meeting points outside of the building for students to evacuate the building safely with students remaining 6 feet apart, vacating the building through different exits to minimize congregation in hallways.</u>
Yes	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses (<u>report directly to isolation room</u>) in place.	Preferably not the health office due to need to distribute medication or other health issues. Is restroom nearby? <u>School has identified two rooms (conference room in the front of school and SpEd office that is not being used at this time) that will be used for isolation room(s). Both rooms have easy access to restroom.</u>
Yes	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	<u>Yes, ample signage in the entrance area of the school regarding mask and check-in requirements. School will be utilizing the Dr. Owl application for COVID pre-screening measures for all students and staff entering the school building.</u>
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? <u>Appropriate signage throughout the school to include signs for mask requirements, hand washing measures, directional markings on the floor to ensure social distancing, etc. Encouraged the school to add additional signs for the common symptoms of COVID for students.</u>

General Notes (add a brief description of the hybrid model used and target reopening date)
 Grades Served? Grades 7-12
 Total student population? 400 students
 Number expected to remain remote? 150 students will remain in remote learning for the rest of the academic year.
 Target start date for hybrid in-person learning: 02 MAR 2021
 Briefly describe the hybrid model (cohort groups; days; etc.): One group of students (grades 7-12) will attend Tuesday in-person; and Second group of students (grades 7-12) will attend in-person on Thursdays. Students participating in hybrid learning will only be on campus one day per week, with two cohorts attending each week. All students will continue with remote learning schedules on Monday-Wednesday-Friday.