

# COVID-19 Safe Practices Walkthrough Form



**NEW MEXICO**

Public Education Department

Date:	1-Feb-21	
District:	Albuquerque Public Schools	
School:	Manzano HS	
District/ Charter	Raehel C. Vigil	District/Charter Signature: <i>Raehel C. Vigil</i>
Fire Marshal/ PED	Henry Maldonado	Fire Marshal/ PED Staff Signature: <i>Henry Maldonado</i>
Current Status Use	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 disposable masks on hand? All classrooms have cloth and disposable masks available in classroom supply buckets. More masks may be ordered from the warehouse.
Yes	Classrooms and commons areas are set up for 6 feet social distancing with 50% student enrollment in place.	Are desks marked for A/B cohorts? Are desks/ students facing one direction? FMO performed spot checks with staff to answer any questions.
Yes	If applicable, cafeteria (or other congregate feeding area) is set up for 6 feet social distancing and cohorts of students are not mixed.	Staff advised eating area must be cleaned regularly
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.	Hand sanitizer was available
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 accesible and posted across the school site? Responsibility of staff to train and maintain CSP (COVID Safe Practices) All custodians have been provided a daily schedule as well as daily tasks including high touch cleaning and sanitation.
Yes	School doors and windows are operable and other air filtration measures in place.	Dampers open to increase airflow - School must communicate with M&O (Maintenance & Operations)
Yes	School ventilation systems are functional and meet standard.	MERV 9 - School must communicate with M&O (Maintenance & Operations)

Yes	Evacuation plan in place that maintains 6 feet social distancing. Dismissal process in place that maintains social distancing.	Evacuation and safety is priority, Social distancing is secondary once in safe location
Yes	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses in place.	Location will be communicated to all staff members.
Yes	Protocols and signage in place for entrance into the building including temperature other symptoms check.	Signs in place, extra masks available All staff are sent a daily health screeni
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? Additional Signs can be ord
	<b>General Notes - School was compliant at time of visit</b>	