

COVID-19 Safe Practices Walkthrough Form



Date:	Monday, March 08, 2021	
District:	State Authorized Charter School	
School:	Albuquerque Bilingual Academy	
District / Charter Contact Name	Chris Jones	District/Charter Signature:
PED Staff Name	Melissa Sanchez	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? Staff were given a cloth mask, schools has more on order Extra cloth masks for students? Part of school uniform Extra disposable masks? 18,000 on hand, both adult and child size. Also have a supply of N95 masks.
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? Not marked. Desks set over six feet apart. See cleaning protocols below for details Are desks/ students facing one direction? Yes Marks on floors? Yes Plexiglass barriers/Shields? Yes, in some guidance/therapy offices. School has a fully enclosed visitors area with staff behind glass, doors locked, visitors are let in by school staff.
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? Large cafeteria, tablees were not set up yet, but ample room available to accommodate students while maintaining Covid safe social distancing. Outdoor eating areas available as well.
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? Sanitizing stations throughout the school and in classrooms. Each classroom is issued a sanitation kit which includes cleaning wipes, disinfecting spray, paper towels, hand sanitizer, gloves and face masks for close contact.
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? In house custodian cleans common areas throughout the day. Deep cleans on Wednesday and Friday evenings Sanitization logs accessible and posted across the school site? Sanitation logs posted outside the restrooms Lockers? No
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?	AC on in fan mode throughout the day to circulate air. Doors and windows are open. In smaller, spaces where doors& windows cannot be opened have ionization air sanitizing humidifiers.
YES	School ventilation systems are functional and meet standard.	MERV # 13. Although in place, are starting to experience issues with overheating
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) School has marked areas for evacuation and the campus consists of several buildings. Hallways are clearly marked for one way directions.
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? Isolation room has it's own, private, restroom. It has a separate exit, to the parking lot to facilitate ease for pickup. This room is separate from the nurses room.
YES	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	Ample signage in English and Spanish throughout the school and in the entrance lobby to the school. Fliers in English and Spanish also available to take. Temperature taken and questionnaire completed by visitor.
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? Ample signage in English and Spanish throughout the school and in the entrance lobby to the school. Fliers in English and Spanish also available to take.
General Notes (add a brief description of the hybrid model used and target reopening date) Grades Served? PK-8 Total student population? 373 Number expected to remain remote? Hybrid model will include 50% student body. 70% of families are willing to return to in person learning. Target start date for hybrid in-person learning: April 5, 2021 Briefly describe the hybrid model (cohort groups; days; etc): A cohort = M & T, B cohort = TH & F.		