

# COVID-19 Safe Practices Walkthrough Form



<b>Date:</b>	Tuesday, February 23, 2021	
<b>District:</b>	APS Authorizer	
<b>School:</b>	Cottonwood Classical Preparatory School	
<b>District / Charter Contact Name</b>	John Binnert	<b>District/Charter Signature:</b> <u>John J Binnert</u> (Feb 23, 2021 12:52 MST)
<b>Fire Marshal/ PED Staff Name</b>	Joseph Escobedo	<b>Fire Marshal/ PED Staff Signature:</b> <u>Joseph Escobedo</u> (Feb 23, 2021 12:55 MST)
<b>Current Status Yes or No</b>	<b>Safe Practice</b>	<b>Notes/ Checklist</b>
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? Yes, 220 Extra cloth masks for students? Yes, 315 Extra disposable masks? Yes, Students 3,500 Staff 1,850
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? Only one cohort. Students will create desk tag. Are desks/ students facing one direction? Yes Marks on floors? Yes Plexiglass barriers/Shields? Plexiglass barriers and shields available for teachers on request.
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? N/A students will eat in their designated room, facing one direction and 6' apart.
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? Hand sanitizer is located in each classroom. 16 hand sanitizer stations mounted throughout school at main points egress. Soap in bathroom checked and refilled every 2-3 hours. If 3 sinks blocking off middle sink for distancing.

Yes	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to <b>frequently touched surfaces</b> ( <i>doors, doorknobs, globes, tetherballs, etc</i> ) including building, <u>playground</u> and <u>buses</u> .	What are the sanitization protocols? High touch points are cleaned hourly. Bathrooms cleaned 3 times per day. Classrooms sanitized daily. Deep cleaning every Friday. Any special equipment to note? Use contractor for fogging services, as needed. Sanitization logs accessible and posted across the school site? Yes. Logs in each bathroom and janitors maintain notebook with logs for daily cleaning. Lockers? Lockers will not be used and are zip-tied shut.
Yes	School doors and windows are operable and other air filtration measures in place. <ul style="list-style-type: none"> <li>• Fans in place - where?</li> <li>• Dampers open to increase airflow?</li> <li>• Open doors and windows?</li> <li>• Air filters in place?</li> </ul>	Classroom doors will remain open, dampers will be left open to increase airflow. MERV 13 air filters in place.
Yes	School ventilation systems are functional and meet standard.	Number of units? 35 rooftop HVAC units (84 filters total) HEPA Filters? MERV 13 MERV # (9/10/11/12/13)? 13
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) Yes. Students remain in class pod maintaining 6' social distancing. Pods distance from other pods.
Yes	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses ( <i>report directly to isolation room</i> ) in place.	Preferably not the health office due to need to distribute medication or other health issues. Is restroom nearby? Yes. Isolation room is separate and near the health office. Room has medical grade exhaust system. Restroom is nearby.
Yes	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	Signage posted at main door. Reminders on protocols for entry. QR code posted (for visitors to scan) and open the Dr. Owl app. Staff member checks to ensure students filled out Dr. Owl before arriving on campus. Students agree to abide by safety protocols by signing student agreement form. Directional arrows in place to clearly mark direction for flow of traffic. Hallways are roped off for two lanes to allow for distancing.
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? School's student agreement form is in Spanish and English. All other signage in English.

**General Notes (add a brief description of the hybrid model used and target reopening date)**

Grades Served? 6-12

Total student population? 766

Number expected to remain remote? 700

Target start date for hybrid in-person learning: Feb 25, 2021

Briefly describe the hybrid model (cohort groups; days; etc): M-Th 8am-3:45pm. Core learning online but will be physically located in the classroom. Small group supports provided, as needed.









# CCPS COVID-19 Safe Practices Walkthrough Form Feb 2021 - Sheet1

Final Audit Report

2021-02-23

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