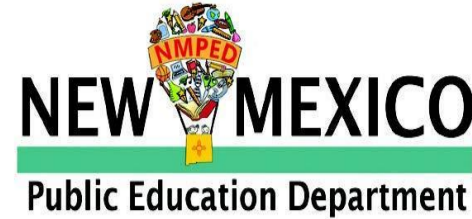


# COVID-19 Safe Practices Walkthrough Form



<b>Date:</b>	Friday, March 05, 2021	
<b>District:</b>	State Authorized Charter School	
<b>School:</b>	The Montessori Elementary & Middle School	
<b>District / Charter Contact Name</b>	Stan Albrycht	<b>Charter Signature:</b> <i>Stan Albrycht</i> <small>880DF5EE19C8414...</small>
<b>PED Staff Name</b>	Melissa Sanchez	<b>PED Staff Signature</b> <i>Melissa Sanchez</i>
<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? <b>Staff given 4 each. School has &gt;4,000 additional masks on hand</b> Extra cloth masks for students? <b>Yes, included in the .4,000 count above</b> Extra disposable masks? <b>A plethora of extra disposable masks for both adults and students on hand</b>
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? <b>No, not necessary. See cleaning protocol</b> Are desks/ students facing one direction? <b>Yes</b> Marks on floors? <b>Yes</b> Plexiglas barriers/Shields? <b>Front desk and in the alternate testing room</b>
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? <b>The school does not provide a meal service. Students bring lunches and will eat outside. Plenty of shade and tables available and room to provide ample safe distances.</b>
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? <b>Hand sanitizer throughout the school at the entryways. Soap, water and paper towels in the restrooms</b>
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? <b>In house janitor. Daily cleaning in high traffic areas throughout the day. Deep cleaning on Wednesday and Friday night.</b> Any special equipment to note? <b>Fogger to be used Tuesday and Friday nights</b> Sanitization logs accessible and posted across the school site? <b>Sanitation logs kept in the janitorial closet, completed logs turned in to Business Manager</b> Lockers? <b>NO</b>
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?	<b>High security throughout the school, all doors operable. Windows do not open. A/C on at all times. All classrooms equip with MERV 13 and HEPA filters.</b>
Yes	School ventilation systems are functional and meet standard.	Number of units? HEPA Filters? <b>35 in all. One in each classroom that will see students as well as common areas and along the hallways</b> MERV #13 <b>in place and operable.</b>
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) <b>Drop off and pickup are clearly marked six(6) feet apart with one way arrows. The school has adequate campus space to conduct emergency drills. Hallways also clearly marked six(6) feet apart.</b>
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? <b>Large room labeled "care room" near the front entrance and near restrooms. Separate from the nurses office.</b> <b>The school does not have bus service, students are dropped off by parent/care giver</b>
Yes	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	<b>Questionnaires completed for everyone who enters daily, temperature checks, check-in binder with clean and dirty pen containers. See signage answers below.</b>
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? <b>Signage throughout the school, on the walls in the hall, the entry way doors, the front sign in desk, on bathroom doors and age/grade level appropriate signage in the classrooms where students will receive instruction.</b>
<b>General Notes (add a brief description of the hybrid model used and target reopening date)</b> Grades Served? <b>K-8</b> Total student population? <b>435</b> Number expected to remain remote? <b>Only 27 of the 31 8th graders at this time</b> Target start date for hybrid in-person learning: <b>3/15/21</b> Briefly describe the hybrid model (cohort groups; days; etc.): <b>8th grade only. A cohort M &amp; T, B cohort TH &amp; F from 8:30-3:30. Students with IEPs coming in on 4 to 1 basis.</b>		