

COVID-19 Safe Practices Walkthrough Form



Date:	Monday, March 22, 2021	
District:	Albuquerque Public Schools	
School:	Christine Duncan's Heritage Academy	
District / Charter Contact Name	Dr. Jesús Moncada	District/Charter Signature: <u>Dr. Jesús Moncada</u> Jesús A. Moncada (Mar 22, 2021 13:04 MDT)
PED Staff Name	Joseph Escobedo	Fire Marshal/ PED Staff Signature <u>Joseph Escobedo</u> Joseph Escobedo (Mar 22, 2021 09:51 MDT)
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? Yes, 50 for staff Extra cloth masks for students? Yes, 3,650 for students Extra disposable masks? Yes, For staff: supply of 270 KN95 masks and 400 surgical 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? N/A Are desks/ students facing one direction? Yes, desks facing one direction. Marks on floors? Yes, markings for 6' social distancing. Plexiglass barriers/Shields? Yes, in guidance/therapy office. School has a fully enclosed visitors area with staff behind glass and locked doors. Five plexiglass barriers in each classroom.
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. Students will each facing one direction and while maintaining 6' distancing. Alternative outdoor eating areas available with students distanced.
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 each classroom. Each classroom has a sanitation kit which includes cleaning wipes, disinfecting spray bottle, gloves, paper towels, hand sanitizer, and face sheilds.
Yes	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to frequently touched surfaces (<i>doors, doorknobs, globes, tetherballs, etc</i>) including building, <u>playground</u> and <u>buses</u> .	What are the sanitization protocols? In house custodian cleans common areas/high touch areas throughout the day. Daily sanitizing/disinfecting/cleaning. Deep cleanings on Wednesday evenings on Fridays. Fridays deep disinfecting with sprayer - vital oxide. Sanitization logs accessible and posted across the school site? Sanitation logs posted inside the restrooms. Copy of janitor logs in main office.
Yes	School doors and windows are operable and other air filtration measures in place. <ul style="list-style-type: none"> 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. Dampers open. Doors to remain open for additional airflow.

Yes	School ventilation systems are functional and meet standard.	Number of units? 7 units HEPA Filters? 26 individual HEPA Air Filtration Units, 1 for each classroom. MERV # (9/10/11/12/13)? MERV 11
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. Hallways are clearly marked for one way directions. Outside markings for 6' social distancing. Staggered dismissal every 5 minutes a class will release by schedule. Students will remain 6' apart during dismissal.
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. Separate isolation room with its own exit to the parking lot to facilitate ease for pickup. This room is separate from the nurses room. Is restroom nearby? Yes, restroom is nearby.
Yes	Protocols and signage in place for entrance into the building including temperature and other symptoms check.	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. All students temperature will be taken upon arrival. Staff enter through main office and will check temperature and complete questionnaire.
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? Signage in English and Spanish in the entrance lobby and throughout the school. Fliers in English and Spanish also available to take.
<p>General Notes (add a brief description of the hybrid model used and target reopening date) Grades Served? PK-8 Total student population? 397 (Plus 36 in PreK) Number expected to remain remote? 197 Target start date for hybrid in-person learning: March 29 will begin transition to Full Re-entry on April 5, 2021. March 29, 2021 to begin the transition in small learning groups. Briefly describe the hybrid model (cohort groups; days; etc): Full Re-entry with option to remain in remote. 8:30am-3pm M-F.</p>		









Christine Duncan COVID-19 Safe Practices Walkthrough From March 2021

Final Audit Report

2021-03-23

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