



# REOPENING READINESS CHECKLIST

School Name: OHMS

Date Posted:

Task	STATUS Completed/In Progress
COVID committee has been established to include a building level administrator and diverse staff representation.	Weekly Tuesday meetings (2/16, 2/23, 3/2, 3/9,)/Ongoing
C.A.R.E room established and stocked with adequate supplies	Care Room identified - Rm E Stocked - Not Yet/Supplies ordered.
Hand sanitizer dispensers installed (1 per 10K ft)	A couple of areas do not have them (Teacher's lounge, MPR)/Ongoing
Paper towel and soap at each hand washing station (classrooms and bathrooms)	Completed
There is a schedule in place to check and replenish health & safety supplies as needed throughout the day while the facility is occupied.	Staff will be provided with a gallon size bag of supplies. They will be replenished as needed based on Google Doc prepared by Nurse.
All restroom fixtures are operational	Yes, as of 2/11 Plant Operations Facility Inspection
All water fountains turned off	Yes, as of 2/11
Adequate supply of hand sanitizer, soap, paper towels, toilet paper	Received from BOE
Proper signage posted throughout the building <ul style="list-style-type: none"> <li>● social distancing</li> <li>● Face covering/masks mandatory</li> <li>● handwashing guidance and encouragement</li> </ul>	Yes, however, some floor signs will need to be replaced prior to teachers/student arrivals
There is a schedule in place for routine cleaning and disinfection.	Yes, but it will be updated the week of 3/15 (before teachers return)
Communal spaces are closed or there is a plan for staggered use, cleaning and disinfecting (staff lounge, library, auditorium, conference rooms, gym, etc.)	Teachers' Lounge will remain open and there is a plan to sanitize Rooms 4, 3, ADA bathroom, Care Room, and teacher's lounge

Filters installed in all HVAC systems	Yes, October 13, 2020; checked again week of 3/8/21
Building Supervisor trained on Health First Cleaning System COVID 19 protocol	Completed on 3/16/21 at 10:30 am
Night Lead trained on Health First Cleaning System COVID 19 protocol	Completed on 3/16/21
Adequate supply of PPE ordered for all staff	CRI and Regional Staff received PPE; however, still awaiting orders for Nurse.
Classroom furniture arranged	The majority of the rooms are changed with the exception of Room 2.
All rooms examined for mold/mildew	Yes, the most recent room check was on 3/9/21.
There is a sanitation schedule for use of Victory Electrostatic Sprayer	Building Supervisor - has a schedule (will be produced in writing to Mrs. Cook by 3/15/21)