



ECRA Enhanced COVID-19 Safety Plan

09.28.21

El Camino Real Academy

www.ecracharter.org

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Albuquerque, NM 87105

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ECRA Learning Options

Due to the pandemic and the need for families to make their own safety choices for their children's education, ECRA offers three learning options.

Option A - Students are fully onsite for learning.

Option B - Students are fully remote for learning, through concurrent instruction.

Option C - Students participate in a combination of experiences, M-Th they are remote learners and on Fridays they attend onsite project-based learning.

Summary of COVID Safe Practices at ECRA

Overview

ECRA is fully committed to following COVID safe practices and not only meeting, but often exceeding the recommended safety protocols and procedures by NMPED, DOH and the CDC.

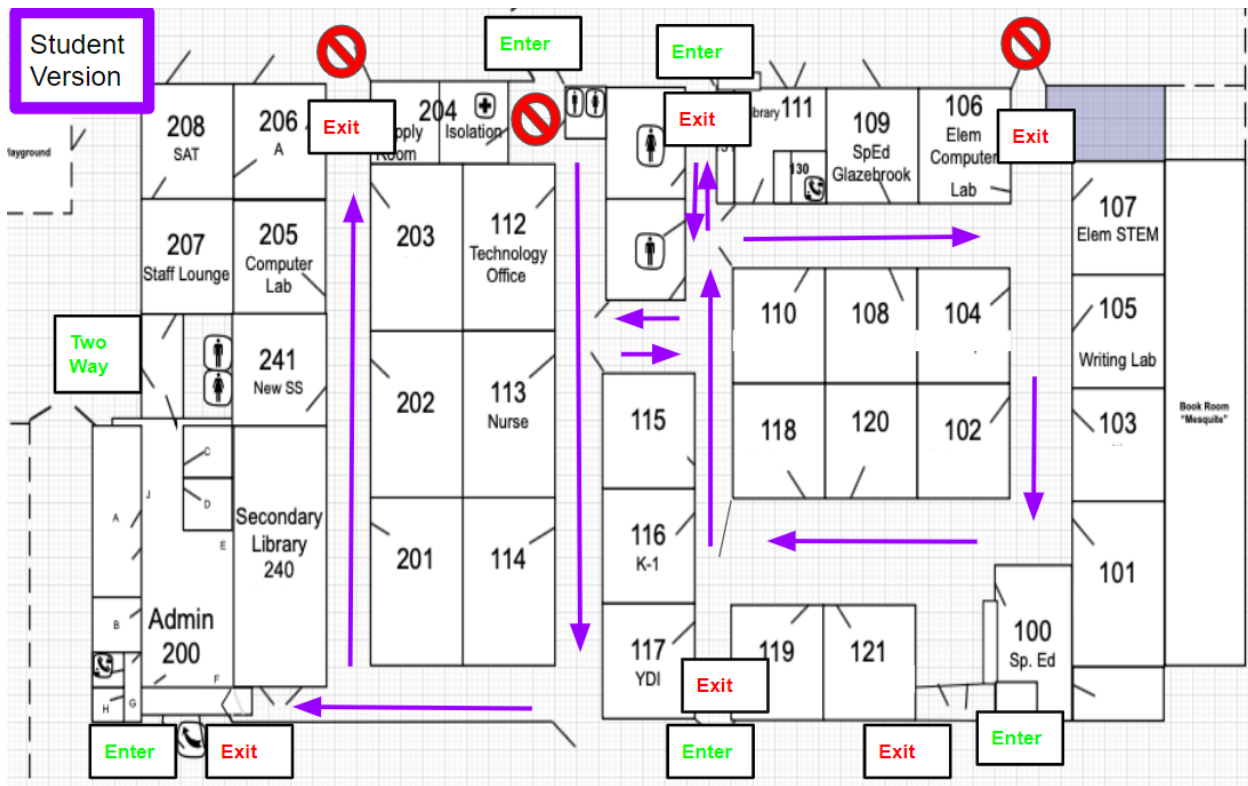
Onsite Protocols

In order to provide clarity for school staff, elementary and secondary onsite protocols were developed to address the myriad of practices and procedures that have been implemented by the ECRA team to keep our students safe and healthy.

Onsite Elementary Protocol

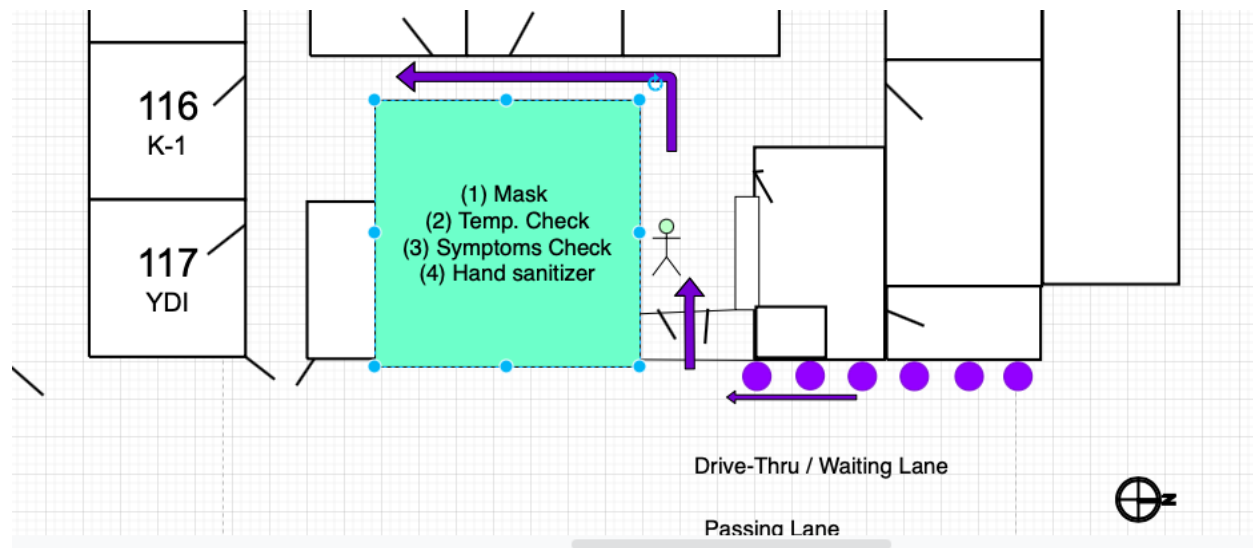
Arrow Maps- Student Arrival

- Students step inside to receive a mask check, temperature check, symptoms check and hand sanitizer.
- Students are staggered according to sibling groups and non-sibling groups at 7:20 and 7:35.
- Teachers should have independent work available for students as they arrive at their seats.



Daily Screening

All students, staff and visitors are screened daily as they enter the building.



Mats & Tray Tables

- Foam mat squares have been placed in your room based on the number of expected students
- Please remove the edges and save for our elementary STEAM room
- Students carry their mats if needed for eating or outdoor learning
- Tray tables are available if you haven't received your trays.

Scheduled Class Bathroom Breaks

- Use elementary bathrooms.
- Wait in the hallway on the baseboard marks.
- Allow 2 students per restroom at a time.
- Hand sanitizer on the way in AND on the way out.
- Remind/monitor students to use stalls and sinks, every other one, to maintain social distance.

Water Refills

- During your scheduled bathroom breaks, take students to fill up their water bottles at the dispenser outside of Student Services (Room 100 near the elementary entrance). Teachers can fill up, students should not touch it.
- ***On the first day of school, we have asked families to send a water bottle with their student. Please give them the empty ECRA water bottle on the first day and have them write their name on it. They should bring it filled with water each day.***

Unscheduled Individual Bathroom Breaks

- Check Elementary Bathroom Sign In/Out Google form.
- <https://docs.google.com/spreadsheets/d/1eqnVT39f9611sUWRIDcvO6ZLj3k0butxLVMQmHup2vE/edit#gid=0>
- Use elementary bathrooms.

Nurse/Office

- Call the nurse's office at ext. 113 or the office at ext 200.
- Wait for someone to pick up your student or permission to send the student to the health office.

Recess

- Teachers take out purple clean backpacks which have sanitation items.
- Students take out their hula hoops, pool noodles, or other socially-distanced equipment. Make sure equipment is marked per student so that there is no sharing.
- Masks required for recess EXCEPT for **short periods of time would be when they are sitting in one spot, 6 ft apart, and can be closely monitored**. Students should be given the option verbally to keep masks on if they would like.
- Recess games:
https://docs.google.com/document/d/16qyjFUKwC_8rWDmHm9ARPzk0lx9-bFwojYahHJhgy4o/edit?usp=sharing
- **Kinder students only** use the swings. No other equipment can be used at this time.
- Choose one play area indicated below:



Elementary Lunch Recess

- **Kinder students only** use the swings. No other equipment can be used. Any swing used must be sanitized by the teacher after the student is finished and prior to the next student's use.
- Masks required for recess EXCEPT for **short periods of time would be when they are sitting in one spot, more than six feet from the nearest person and can be closely monitored.**
- Rotate weekly to the areas according to the master schedule.



Elementary Lunch and Bathroom

- Students walk into the cafeteria and wait at the marked dots or outside on the walkway at least 6 feet apart.
- Students use hand sanitizer before eating food.
- Inside mats and trays
 - Students bring their mats and trays to one quadrant of the gym.
 - Students inside the gym should have the opportunity to use the restroom first.
- Inside/Outside cafeteria tables
 - Students proceed to their table according to master schedule
 - Table 1 dismisses for bathroom, then Table 2, until all have had an opportunity.
 - The lunch monitor will sanitize the tables (students can step back several feet from the table and remain 6 feet apart).
- **Teachers, pick up your students from the designated area on the playground. Use your classroom ropes (if applicable) to ensure social distancing.**

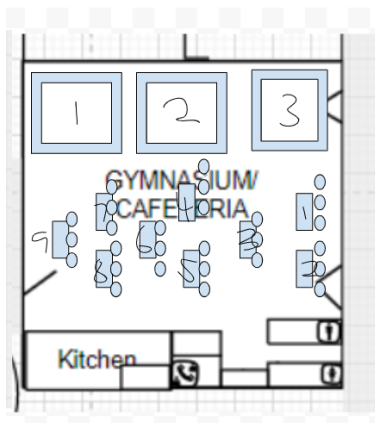
Outside Tables



Inside Quadrants



In inclement weather

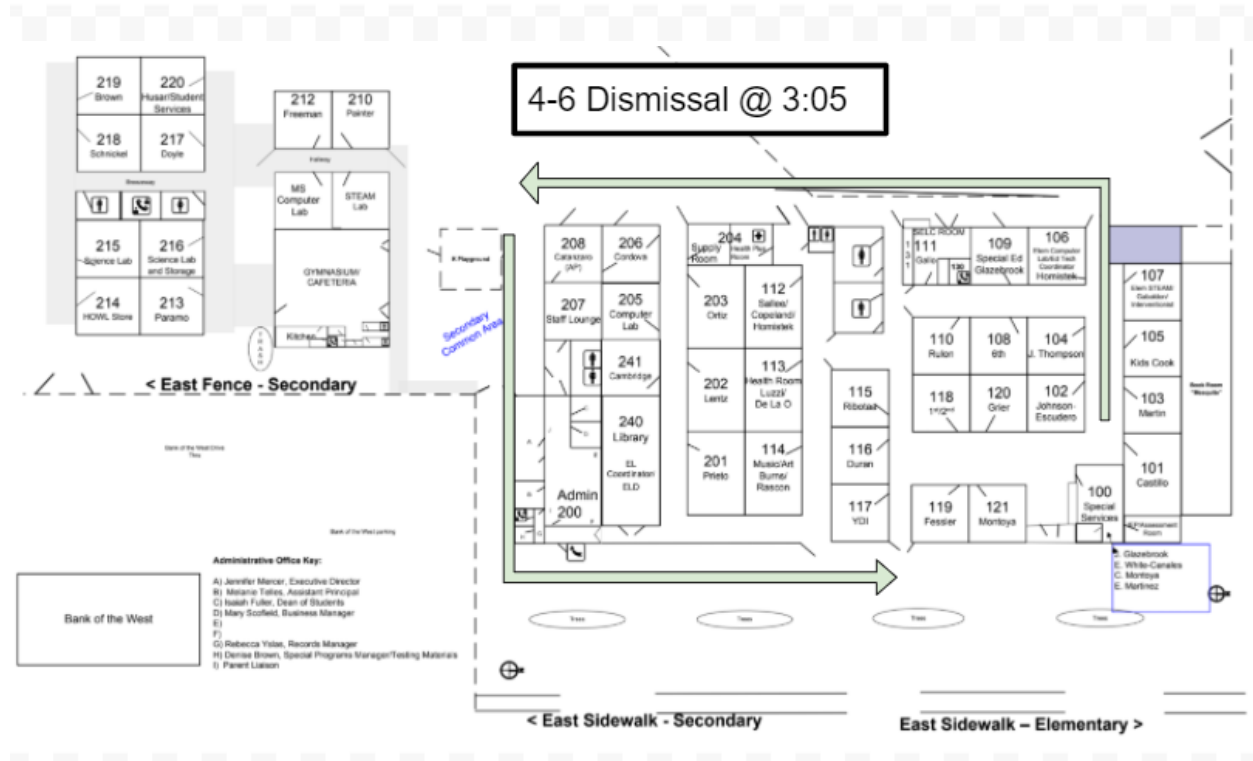


Teacher PLC

- Teachers will meet virtually according to the master schedule.

Dismissal

- All students should take water bottles home for washing and refilling and computers in case of quarantining.
- Use hand sanitizer on the way out of the classroom.
- **2:55**
 - Kindergarten and first grade classes exit out on Clinton along with their siblings
 - Use markers on the fence to stay 6 feet apart.
 - Teachers wait with their class.
- **2:55**
 - Second, third grade classes and ¾ class and siblings exit out of the back and walk around the building to dismiss in the parking lot.
 - There are no assigned class spots. Fill in starting from the north to the south.
 - Students stand on the markers.
 - Teachers wait with their class.
- **3:05**
 - Fourth, fifth, and sixth grade classes exit out of the back to dismiss in the parking lot.
 - There are no assigned class spots. Fill in starting from the north to the south.
 - Students stand on the markers.
 - Teachers wait with their class.



- Before leaving,
 - Pick up materials off of the floor and tables. The light will only disinfect what it touches.
 - Cover the door window.

- Check that all windows have their light blocked.
- If you see a sign on a room, DO NOT ENTER. The UVC lights are in use.



UVC LIGHTS ON / LUCES UVC ENCENDIDAS |

UVC Lights

- Important to Keep away from students at all times. The bulbs are fragile and the light requires protective gear.
- Remember that the UVC light is not friendly to plants.

Cleaning

- Due to the extensive sanitizing that will happen daily, we have also contracted with Jani-King to provide cleaning services in addition to our own custodial staff.
- Due to the cleaning and sanitizing procedures, you will need to leave your room at a designated time each day. We will notify you regarding those times.

Specials

- Music will be brought into the classroom. The teacher is not required to stay.
- Teachers have the option to conduct PE in the classroom or outside with the Google slide.
- Art will come into the classroom or be taught virtually. We will let you know.
- Technology will typically be virtual and require the teacher to accompany the students to the lab and remain present.

Classroom Considerations

- Students and teachers maintain six feet apart to the greatest extent possible

- Recommended seating is for students to face the same direction. There may be flexibility once we have more knowledge of student numbers
- Marks to line up six feet apart
- Space for student materials (projects, etc.)
- Each student should have their own classroom supplies
- Small group space
- Access to hand sanitizer
- Access to class materials
- Project materials need to be disinfected between students

Seating Charts

- Teachers maintain a seating chart with social distancing

Paper & Shared Textbooks

- Students submit papers to a shared receptacle where they are not touched for 3 hours
- Students wash or sanitize their hands before and after sharing text materials

Material & Food Distributions for Remote Learners

- Five meal packets will be distributed on Friday afternoon
- Material kits for remote learners will be distributed
- Be sure to complete the Material Distribution form and confirm approval by admin.

Hallway Considerations

- Follow arrows.
- Utilize the marked baseboards for 6 feet distance
- Maintain consistency about where your students line up for classroom entry, bathroom breaks, etc.
- Follow your bathroom and break schedule.

Outdoor Classrooms

- Taking students outdoors for learning is recommended. You can use the mats and tray tables for learning as well as for eating.
- Anytime you are taking your students outside when it is not a scheduled break, you need to text Jennifer and the parent liaison in case an emergency occurs or parents are looking for their child.

Additional COVID Safe Practice Details

Masks

Will be our strongest method of protecting our school community.

Should be tight at the nose, cheeks, and chin.

- Neck gaiters, scarves, and bandanas do not fit in this way.
- Loops and bands may need to be adjusted for appropriate fit.

Should be worn at all times indoors and when in crowded areas outdoors.

Should be made of appropriate materials and layers.

- Cloth masks should be 3 layers of tight woven material or 2 layers of material with a disposable filter.
 1. Cloth masks should be washed daily. More frequently if dirty or wet.
 2. Masks with built in valves are not appropriate.
- Disposable paper masks if they fit well. A cloth mask can be worn over the disposable to provide more protection. (approx equivalent to N93)
 1. These should be worn with the correct side out (see the box for direction). Usually this is the blue or colored side out.
 2. Paper masks should be disposed of daily. More frequently if dirty or wet.
- KN95 or KF94 protect the wearer as well as preventing the wearer from spreading germs.
 1. Most are disposable and should be disposed of daily.
 2. Some can be washed, sanitized, or have longer life specified.

Masks will continue to be worn outdoors

- Students should maintain 6ft social distancing to the greatest extent possible when masks are not on.

Hygiene

Hand washing is an important step to minimizing the spread of many illnesses including COVID

- Steps: 1) Wet hands 2) apply soap 3) Rub soap on all surfaces of hands and wrists for 20 seconds 4) Rinse hands thoroughly 5) Dry hands
- Turning off water and opening the bathroom door with a paper towel is encouraged.
- Hands should be washed or sanitized before and after using the bathroom, before and after eating, and after using a tissue to wipe or blow nose.

See mask section for mask hygiene

Noses should be wiped with disposable tissue. If a runny nose is constant, please refer to COVID symptoms and protocols.

Air Quality

Airflow is important to disburse concentrations of germs.

- Doors and windows should be open as much as possible.
- Learning should take place outdoors whenever appropriate.
 1. This will also allow for mask breaks

- Air filters should be on at the highest setting tolerated
 1. ECRA utilizes MERV-13 filters in our heating/air conditioning units.

Social Distancing

Social distancing is required for students and staff in schools. Adults are to maintain 6 feet of social distance to the extent possible from other adults and from students. Students are to maintain 3 feet of social distance to the extent possible, except when eating, exercising, taking mask breaks, and singing or shouting, in which case 6 feet of social distance is required.

In the classroom students should be distanced as much as possible.

- 3ft minimum, 6ft or more is optimal
- Whenever possible students should not be facing each other

Outdoors students can remove masks if they are seated and maintain 6ft social distancing.

Students should be empowered to set and enforce boundaries for their personal space.

Vaccines

All persons 12 years and up are eligible to receive a COVID vaccine.

- If you need information about the vaccine options, scientific data, or where to get one please contact the school nurse.

Some are not able to get vaccinated due to a medical issue or do not produce antibodies to the vaccine.

HIPAA does not cover individuals, only healthcare entities (including the school nurse).

- People and businesses may ask your vaccine status, you may choose to disclose or not.
 1. Any disclosure to the school nurse will be kept confidential.
 2. Numbers (no names) may be used for statistical reporting purposes.
 3. Vaccine status may become important for contact tracing and quarantine guidelines.

Individuals are not protected from consequences that result from their vaccine status or disclosure status.

Vaccine mandates are allowed by individual businesses (including schools), for both employment and services.

- Currently no vaccine mandate from NM DOH, PED or ECRA.

Surfaces

Surface transmission of COVID-19 is not thought to be a main driver of transmission, but it can still occur. As a precaution against transmitting the COVID-19 virus through shared texts, students should wash and/or sanitize their hands before and after using shared texts. As a precaution against transmitting the COVID-19 virus through shared supplies, students can submit papers or supplies directly into a receptacle, where the papers would sit for at least 3 hours before being touched.

Hard surfaces

- Should be wiped down, sprayed with a school approved disinfectant, or treated with UV lights daily at minimum.
- Students should have a space (use a consistent seating chart) that is not shared if at all possible.

Supplies

- Students will have their own set of supplies. Community sharing of supplies is discouraged.
- Shared supplies should be disinfected between students or placed aside for at least 3 hours before another student uses them.
- Students and staff should wash their hands or use hand sanitizer before and after using shared supplies.

Soft Surfaces

- Should be sprayed with disinfectant, or treated with UV lights, or left for 24 hours, or left in a sealed plastic bag in the sun for 4 hours between student uses.
- If it is an item that is not for student use it should be sprayed with disinfectant or washed a minimum of once a week and left where it will be treated by the UV light.

COVID Symptoms and Protocols

Symptoms:

- Fever
- Chills
- Cough
- shortness of breath or difficulty breathing
- Fatigue
- muscle or body aches
- headache
- new loss of smell or taste
- sore throat
- congestion or runny nose
- nausea or vomiting
- Diarrhea

Current variants of COVID are likely to start with sore throat and runny nose.

If a student has ANY of these symptoms they will be sent home with directions on next steps.

- Please let the front office know you are sending a student that is not feeling well.
- Students with medical documentation on file indicating chronic symptoms may be able to remain in class if it is not a change from their expected or baseline symptoms.

If a student has a positive COVID result they will be learning at home if they are well enough.

- For a confirmed symptomatic COVID-19 case, the infectious period starts two days prior to the illness onset date and continues 10 days after illness onset AND until the patient is fever-free for 24 hours without the use of fever-reducing medications AND symptoms have improved.
- For a confirmed asymptomatic COVID-19 case, the infectious period starts two days prior to the specimen collection date and continues for 10 days after.
- Close contacts with a confirmed case of COVID-19, should stay home from school, work, and other activities following their last exposure. Exposed contacts should be tested for the novel coronavirus (SARS-CoV-2) no sooner than three days, ideally between seven and 10 days, following the last exposure to a confirmed case.
- Close contacts will be notified individually and be given specific timelines based on exposure and vaccination status.
- Close contacts may include any human that was in the classroom with the positive individual for >15 minutes in a 24 hour period. They will also include siblings and other household members of the positive individual.
- Communication regarding positive cases will be handled in a timely and thoughtful manner. Every effort will be made to maintain confidentiality of the infected individual.
- Within four hours of the school being notified of a positive case, the close contacts will be notified by the school of the requirement to quarantine for 10 days from the last exposure.
- Students identified as close contacts are highly encouraged to be tested.
- Staff identified as close contacts will be required to be tested.
- A letter will be sent home to all families notifying them that a case has been identified in the school community if the positive individual was on campus during their infectious period.
- The classroom will be closed for 24 hours, then cleaned thoroughly.
- [Decision Tree.png](#)

Surveillance testing

- COVID-19 surveillance testing is required for all schools providing in-person student services.
- COVID-19 surveillance testing programs test individuals to discover undiagnosed cases and to better understand the rate of infection in the community.
- Districts and charter schools must ensure that 25% of their faculty and staff who work onsite participate in COVID-19 testing each week that student services are provided at school.
- Schools must require weekly surveillance testing for any unvaccinated staff and staff who have not provided proof of vaccination.

- The health office is able to look up vaccination status in the NM state vaccine database with individual permission.
- Schools are required to provide student surveillance testing programs to all students on a voluntary basis. Schools have a weekly goal of testing 25% of students.
- Staff members selected for testing should provide evidence to the school that their results were received during the assigned week. Districts and charter schools are required to report the number of staff and students tested for COVID-19 each week through the NMDOH Provider Portal for COVID-19.
- Access to COVID-19 testing is provided at no cost to the individual. Insurance information will be requested, but deductibles, copayments, or other out-of-pocket charges will not be incurred. Testing also will be provided to people without insurance.

Recess and PE

Individuals will wear masks outdoors when participating in outdoor play, recess, and physical education activities. When physical education activities or recess are held indoors, it is required for people to wear masks and to maintain social distancing requirements to the extent possible.

Daily Screening

All ECRA staff, students and visitors are screened daily before entering the building or campus. Our procedural sign is attached.

[Entry Procedure Sign](#)

Teacher Clean Kit and Backpack

Each classroom teacher has a clean kit in their classroom with all supplies needed for disinfection and CSP practices.

Each teacher also has a Clean Backpack that contains similar supplies so they are available during outdoor learning experiences.

Health Plus Room

We have identified an isolation room for any student or staff that is exhibiting symptoms or receives a positive test result and needs to be quarantined until family can pick them up.

Illness with COVID Symptoms

Any students that are exhibiting the indicated symptoms for COVID-19 as per the current NMPED Toolkit, is being evaluated by the nurse and/or health assistant and sent home to quarantine if warranted. Siblings and other family members in the home are always considered in possible close contact situations.

Isolation Room

If we have a student or staff member exhibiting symptoms or receive notification of a positive test result regarding individuals that are on campus, they will be moved to our Health Plus Isolation room, which is located near a rear exit of the building.

CLEANING & DISINFECTING

Cleaning

Our custodial staff clean daily following the CDC guidance in specifically identified areas of the school. We have also contracted with a vendor to provide daily cleaning service throughout the classrooms and other main areas that are not cleaned by our custodial staff. While this is happening after school, our custodial staff is using the UVC lights in all the classrooms, following the procedures listed below:

UVC Light Procedures

UVC lights are used to disinfect classrooms after school each day, Monday through Thursday. They are not used on Friday as the rooms have over 48 hours without any individuals present.

UVC Light Procedures for Custodians

1. Post sign on door.
2. Cover the door window.
3. Check outside windows for blockage.
4. Set UVC light in the room.
5. Press power. Set the light timer for 30 minutes.
6. Get out within 30 seconds.
7. Set the door timer for 30 minutes.
8. Block with a cone.
9. Return after 30 minutes.
10. Move UVC light to the other side of the room.
11. Repeat steps 5-9.
12. Ziptie the plug.
13. Leave the door open for 10 minutes.

Air Purification

ECRA utilizes air purifiers in all classrooms, offices and hallways. The system includes seven filters including one with a UVC light for disinfecting.

Enhanced COVID Safe Practices

6. Enhanced Safe Practice Components

COVID Safety Level	Number of Positive COVID Cases in 14 days	Enhanced Response
Level One	0-4	ECRA COVID Safe Practices Plus <ul style="list-style-type: none"> • COVID Safety Team Meeting • Situation Evaluation following NMPED COVID Toolkit and DOH guidelines • Intervention Implementation Plan • Quarantining of close contacts • Deep cleaning and disinfecting of all areas involved

Level Two	5-10	<p>ECRA Enhanced Safety Practices will include some or all of the following:</p> <ul style="list-style-type: none"> • COVID Safety Team Meeting • Situation Evaluation following NMPED COVID Toolkit and DOH guidelines • Intervention Implementation Plan • Quarantining of close contacts • Deep cleaning and disinfecting of all areas involved • Schedule changes • Transition changes • Lunch and meal adjustments • Outdoor learning • Secondary student schedule
Level Three	10+	<p>ECRA Enhanced Safety Practices will include some or all of the following:</p> <ul style="list-style-type: none"> • COVID Safety Team Meeting • Situation Evaluation following NMPED COVID Toolkit and DOH guidelines • Our SHA will be contacted with questions • Intervention Implementation Plan • Quarantining of close contacts • Deep cleaning and disinfecting of all areas involved • Schedule changes • Transition changes • Lunch and meal adjustments • Outdoor learning • Secondary student schedule • Sporting events • After school programs • Visitors on campus

Level One COVID Safety Procedures

See the Onsite Teacher Protocols (above) as well as the Cleaning and Disinfecting above.

Level Two Enhanced COVID Safety Procedures

Outdoor Learning

Increasing learning time outdoors with use of mats and table trays will be encouraged.

Schedule Changes

Schedule changes could include increased staggering of arrival and departure times.

Changes to brain breaks and reducing the number of students in any area at a time, such as the playground or transferring students to and from lunch.

Transition Changes

Eliminating any transitions possible, for specials like music or PE and/or minimizing or eliminating time with grade level partners.

Lunch and Meal Adjustments

The times of lunches and locations may be adjusted to be able to have fewer students eating at the same time and more students eating on their mats and trays, either spread out further apart or eating outside, weather permitting.

Cafeteria tables may be moved outside, weather permitting.

Secondary Student Schedule

Secondary student passing periods are staggered to reduce the numbers of students in the hallways at the same time.

Sporting Events

Sporting events and games will be restricted to one or no observers per student, with full masking and social distancing requirements in place, indoors or outdoors. If cases continue to rise and sporting events are considered a target area, then sporting events may be cancelled.

After School Programs

After school programs will move to a virtual format.

Visitors on Campus


Visitors and family members will be restricted from entering school buildings.

Quarantining Close Contacts

ECRA will require quarantining that meets or exceeds the regulatory requirements and is based on team evaluation of each specific situation. Our SHA will be contacted with any questionable circumstances.

Level Three Enhanced Safety Procedures

Outdoor Learning



Facilitating learning time outdoors as much as possible with use of mats and table trays, and cafeteria tables and outdoor learning areas (under construction soon).

Schedule Changes

Double the staggering of arrival and departure times to four time frames, in order to reduce the numbers of students entering and exiting each day.

Stagger the times for brain breaks and reduce the number of students in any designated area at a time, such as the playground or transferring students to and from lunch.

Transition Changes

Eliminating any transitions possible, including specials like music, ELD or PE. Minimize or eliminate time with grade level partners. Movement in hallways is closely monitored and teachers do not move students through hallways when other students outside their classroom are present.

Lunch and Meal Adjustments

The times of lunches and locations may be adjusted to be able to have fewer students eating at the same time and more students eating on their mats and trays, either seated further apart or eating outside, weather permitting.

Cafeteria tables may be moved outside, weather permitting.


Secondary Schedule

If needed, students remain in their initial classroom and teachers rotate from one class to the next, to minimize exposure of students.

Sporting Events

Sporting events and games will be restricted to two individuals per student, with full masking and social distancing requirements in place, whether indoors or outdoors.

Visitors on Campus



Only one family member is allowed inside the school building in order to meet with office personnel or address other student needs.

Quarantining Close Contacts

ECRA will require quarantining that meets or exceeds the regulatory requirements and is based on team evaluation of each specific situation. Our SHA will be contacted with any questionable circumstances.

Outdoor Learning Opportunities

ECRA has been working with UNM Landscape Architecture and Architecture Departments to develop plans for cultivating the school property agriculturally and educationally.

Outdoor learning areas are included in the designs and are a priority moving into this school year. Plans are underway to develop five different outdoor learning areas across the campus.

Foam mats and folding lap trays were purchased for every student to facilitate opportunities for students to eat and learn outside on the grounds or in the park across the side street.

Masking Expectations

Students that refuse to wear masks are addressed through our revised discipline and mask procedures. After repeated opportunities to make the choice to wear the mask appropriately, they may be required to become a remote learner for a specific time period in order to maintain CSP on campus. As a K-12 school, it is imperative that all students are protected, including the younger children who do not have the option for vaccination.

Evaluation Process for Mitigation & Interventions

Reporting Cases

Any positive test results are reported in accordance with the current NMPED COVID Toolkit requirements, including reports to NMPED, NMDOH and NMENV.

COVID Safety Team- Response & Evaluation

If ECRA has more than two positive cases, the COVID Planning & Response Team will convene to discuss the cases, implications and necessary mitigation as per the current NMPED COVID Toolkit, DOH and CDC guidelines.

The COVID Safety Team will convene and evaluate the data and documentation collected. Data reviewed will include the close contacts of the positive individuals, location and typical path of the individual, after school or sports participation, and any other relevant information in order to target interventions specific to those settings and any trends that may be reflected.

After reviewing the data and the current NMPED Toolkit and DOH guidance, any questions will be addressed to the school's identified SHA if necessary and an Intervention Implementation Plan will be created.

Intervention Implementation Plan

As indicated in the COVID Safety Levels Matrix above, targeted interventions will be identified based on the current COVID Safety Level and the Intervention Implementation Plan will be written to include those that best meet the individual situation.

Level Two and Three Interventions

Level Two and Three interventions will be identified based on the specific situation and may be unique to the class or group of students most impacted. In some cases, it may only be one or two classes or cohorts that are impacted by the interventions and in other scenarios, it might require interventions across an entire school level (we are a K-12 school). After the appropriate interventions are identified they will be included in the Intervention Implementation Plan and utilized immediately or within a 24 hour period. The NMPED COVID Toolkit will be utilized for decision making as the plan is developed.

The Team will then create an action plan that articulates the roles and responsibilities of each team member in the given situation and their timeline for implementation and evaluation.

Any areas impacted will be immediately closed and visited 24 hours later for a deep cleaning and disinfecting with the UVC lights.

Administration will monitor the Implementation Plan and update the related action plan to address any anomalies that may ensue.

Even after the event, administration will continue monitoring the data of students/staff that test positive and of student illness. Daily/Weekly meetings with the school nurse and other team members will be established if ECRA moves to a Level 2 status, in order to discuss the events regularly and make any programmatic adjustments as needed.

ECRA's COVID Safety Team

Team Lead:	Karin Luzzi
Executive Director:	Jennifer Mercer
Admin. Team:	Denise Brown
Head Nurse:	Karin Luzzi
Human Resources:	Mary Scofield
Head of Operations & Facilities:	Mary Scofield
Head of Security:	Isaiah Fuller
Educator:	Cat Vereb
Support Staff Member:	Edith Portillo

The following information will be readily accessible:

1. Staff rosters including cell phone numbers
2. On-site contractor rosters
3. Classroom and cohort rosters
4. Class schedules
5. After school program rosters
6. Real-time sign-in sheets/visitor rosters
7. Real-time student attendance data from school administrators
8. Each student's emergency contacts authorized to pick up, authorized medical care, and household member information, etc.
9. Up-to-date student addresses

Key Contact Information on State Agencies will be kept accessible:

- » NMPED hotline for reporting all cases
- » NMENV/OSHA for recording staff cases
- » NMDOH COVID hotline for general questions: 1-855-600-3453

» School Health Advocates contact information

ECRA has and will always strive to maintain a safe and supportive learning environment for all our students, staff and community throughout the longevity of this pandemic. We deeply appreciate the partnership of our parents and families as we continue to support students and families health and well-being to the greatest extent possible.

Resources

Pandemic Influenza/Communicable Disease/Immunizations Resources Provided to Students/Families and Methods of Dissemination

Resource	Method of Dissemination
All of the links below and resources are from the DOH, CDC, and NMPED.	Website
	Email
	Newsletter
	Flyers

Resources/links to include in various methods of communication to students/families:

[CDC - Cough Etiquette](#) - available to all



[CDC - COVID](#) - available to all

[CDC - Handwashing](#) - available to all

[CDC - Immunization Schedules](#) - available to all

[CDC - Norovirus](#) - available to all

[CDC - Viruses or Bacteria chart](#) - available to all

[CDC - Flu, A Guide for Parents](#) - available to all

[EPA Healthy School Environments](#)- available to all

[National Association of School Nurses](#) (NASN) - available to School Nurses

[NASN - COVID](#) - available to all

[NASN videos - Handwashing, cloth masks & staying home when sick](#) - available to all

[New Mexico Department of Health](#) - available to all

[NM DOH - Cover Your Cough poster](#) - available to all

[NM DOH - School Entry Immunization Requirements](#) - available to all

[CDC - Six Things YOU Need to Know about Vaccines - includes video](#)