



## Alachua County Public Schools Continuity of Operations Plan

### Considerations and Recommendations for Alachua County Public Schools

The Florida Department of Education, in partnership with the Florida Department of Public Health, has provided guidance to school districts as they plan for the reopening of schools for the 2020-21 academic year. The [state's plan](#) uses a tiered model based on the level of community spread of the coronavirus and includes a variety of strategies to promote the health and safety of students and staff while providing educational and other critical services.

Alachua County Public Schools' plan is also based on the level of community spread. The plan has been reviewed by the Alachua County Health Department and other health care experts, and the district will continue to consult with those professionals on a regular basis to determine if and when any adjustments need to be made to the plan and our overall operations.

As always, our primary focus is the physical, emotional, social and educational well-being of our students.






*Alachua County's Plan for Continuity of Operations for K-12 Schools provides considerations, recommendations, and best practices to ensure a safe and successful 2020-2021 school year.*

# Addressing Community Spread in K-12 Schools

LEVEL OF COMMUNITY SPREAD (AS DETERMINED BY STATE AND LOCAL HEALTH OFFICIALS)

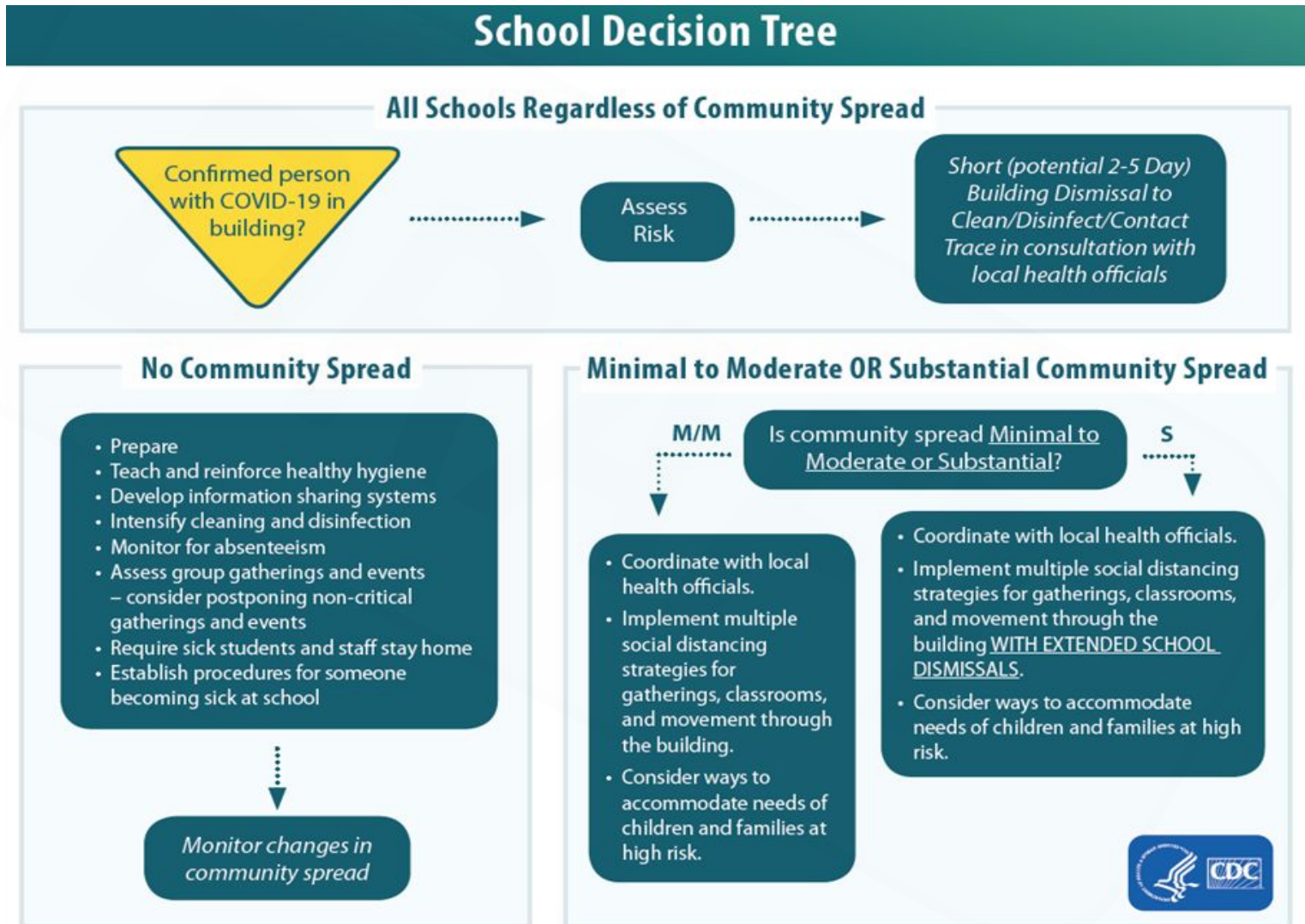
Substantial Spread	Minimal/Moderate Spread	No Spread
<ul style="list-style-type: none"> <li>Coordinate with local and state DPH health officials</li> <li>Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)</li> <li>Schools that are closed, remain closed. Implement distance/remote learning (see <i>Serving School Meals</i> and <i>Supporting Teaching and Learning</i>).</li> <li>Close off affected areas and if possible, wait 24 hours before cleaning and disinfecting.</li> <li>Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations</i> for considerations)</li> </ul> <p>For additional guidance on addressing community spread, see the <a href="#">CDC's Considerations for Schools</a></p>	<ul style="list-style-type: none"> <li>Establish and maintain communication with local and state department of health officials; collaborate with the Alachua County Health Department to provide free employee testing for COVID-19 prior to the start of the school year</li> <li>Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)</li> <li>Implement <b>enhanced</b> social distancing measures (see <i>Transitioning, Large Group Gatherings, and Teaching and Learning</i>)</li> <li>Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols</li> <li>Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>)</li> <li>Isolate and deep clean impacted classrooms and spaces</li> <li>Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations</i> for considerations)</li> </ul>	<ul style="list-style-type: none"> <li>Establish and maintain communication with local and state department of health officials; collaborate with the Alachua County Health Department to provide free employee testing for COVID-19 prior to the start of the school year</li> <li>Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)</li> <li>Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols</li> <li>Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (see <i>When a Child, Staff Member, or Visitor Becomes Sick at School</i>)</li> <li>Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see <i>Protecting Vulnerable Populations</i> for considerations)</li> </ul>

## Definitions

 <p><b>Face Coverings</b></p>	<p>Recommendations regarding face coverings differ based on the level of community spread and can be found throughout this document. Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. &gt; <a href="#">CDC Guidance</a></p>	 <p><b>Hand Sanitizer</b></p>	<p>Hand sanitizers should contain at least 60% alcohol and only used with staff and older children who can safely use hand sanitizer. Hand soap should be used for younger children. &gt; <a href="#">CDC Guidance</a></p>	 <p><b>Clean/Disinfect</b></p>	<p>Ensure safe and correct application of disinfectants and keep out of reach of children. &gt; <a href="#">CDC Guidance</a></p>
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# Achua County Schools Continuity of Operations Plan


*Achua's Continuity of Operations* not only provides considerations for school leaders as they develop their own plans for restarting school this fall but provides a flexible framework to address challenges that may develop throughout the 2020-2021 school year. Instead of a one-size-fits-all approach, the *School Decision Tree* below provides a menu of instructional models and responses districts can adopt to ensure the continued success and safety of students and staff members.











# Alachua's Plan for Continuity of Operations



Level of Community Spread (as determined by state and local health officials)

	<p style="text-align: center;"><b>Substantial Spread</b> RECOMMENDATIONS</p>	<p style="text-align: center;"><b>Minimal/Moderate Spread</b> RECOMMENDATIONS</p>	<p style="text-align: center;"><b>No Spread</b> RECOMMENDATIONS</p>
<p><b>School Logistics and Protocols</b></p> 	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols</li> <li>Implement distance learning, district device distribution and address connectivity needs.</li> <li>Encourage COVID-19 testing</li> <li>Retrain staff on proper clean/disinfecting of frequently touched surfaces</li> </ul> <p><b>CDC Guidance</b></p> <ul style="list-style-type: none"> <li><a href="#">How to Protect Yourself and Others</a></li> <li><a href="#">COVID-19 Symptoms</a></li> <li><a href="#">COVID-19 and Children</a></li> <li><a href="#">Communication Tools</a></li> </ul> <p><b>CDC</b></p> <ul style="list-style-type: none"> <li><a href="#">COVID-19 Self-Checker</a></li> </ul> <p>Florida's COVID-19 Hotline</p> <ul style="list-style-type: none"> <li>Call: <b>1 (866) 779-6121</b></li> </ul> <ul style="list-style-type: none"> <li><a href="#">State of Florida Department of Health</a></li> <li><a href="#">Alachua County Department of Health</a></li> <li><a href="#">Florida's COVID-19 Data</a></li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Teach and reinforce good hygiene measures such as handwashing and covering coughs</li> <li>Face coverings are strongly recommended and expected for students and staff</li> <li>Move non-essential furniture and equipment out of classrooms to increase distance between student learning stations and turn desks in the same direction</li> <li>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch or lidless trash cans in all bathrooms, classrooms, and frequently trafficked areas</li> <li>Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols.</li> <li>Regularly clean/disinfect frequently touched surfaces.</li> <li>Each classroom desk (tops and bottoms) as well as hard surfaces and touch points will be sprayed with CDC approved cleaning agents. This will include the front office as well as clinics.</li> <li>Provide masks and other appropriate PPE to staff</li> <li>Allow students and staff to bring hand sanitizer and face masks/coverings to use from home</li> <li>Allow students and staff to bring water bottles from home.</li> <li>Conduct deep cleaning of schools prior to students/staff returning; if needed schedule additional cleanings during weekends or school holidays/breaks.</li> <li><a href="#">Guidelines for the Workplace</a></li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings.</li> <li>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas.</li> <li>Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols.</li> <li>Regularly clean/disinfect frequently touched surfaces.</li> <li>Clean/disinfect frequently touched surfaces at least daily.</li> <li>Allow students and staff to bring hand sanitizer and face masks/coverings to use from home</li> <li>Teachers, students, visitors and other school personnel shall sanitize their hands each time they enter and exit a classroom.</li> <li>Conduct deep cleaning of schools prior to students/staff returning; schedule periodic cleanings during weekends or school holidays/breaks (to the extent practicable)</li> <li><a href="#">Guidelines for the Workplace</a></li> </ul>

<p><b>Transporting Students</b></p> 	<p><b>School buildings are closed</b></p> <p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• Buses may be utilized to assist with meal program, internet connectivity, delivery of instructional materials.</li> <li>• Reduce person-to-person contact by using multiple locations to provide essential services.</li> <li>• Distribute 7 days worth of meals Monday through Friday<sup>2</sup></li> </ul> <p><sup>2</sup>Subject to future USDA meal waiver approval</p>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• Provide hand sanitizer for students and bus drivers</li> <li>• Face masks strongly recommended and expected. Provide face masks for bus drivers and make masks available to students, if needed.</li> <li>• Utilize spaced seating (to the extent practicable)</li> <li>• Eliminate field trips</li> <li>• Clean and disinfect frequently touched surfaces on the bus at least daily</li> <li>• Establish protocols for bus stops, loading/unloading students to minimize congregation of children from different households</li> </ul> <p><b>CDC Guidance</b></p> <ul style="list-style-type: none"> <li>• <a href="#">What Bus Operators Need to Know</a></li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Providing hand sanitizer for students and bus drivers</li> <li>○ Allowing bus drivers and students to wear face masks/coverings</li> <li>○ Limiting field trips (to areas of limited/low transmission)</li> <li>○ Inspecting buses prior to students returning and as part of a regular rotation</li> <li>○ Cleaning and disinfecting frequently touched surfaces on the bus at least daily</li> <li>○ Airing out buses when not in use</li> </ul> </li> </ul>
<p><b>Entering School Buildings<sup>3</sup></b></p>  <p><sup>3</sup><b>School Calendars:</b> Local school districts have authority over school calendars – meaning they have full authority to set start and end dates, holidays/breaks, and school hours, provided instructional requirements are met.</p>	<p><b>School buildings are closed;</b> districts should require only that <i>essential staff</i> report in-person to carry out functions that are <i>absolutely necessary</i>.</p> <p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• District/school leaders must remain vigilant and purposeful as they determine roles, responsibilities, and reporting requirements for staff, refraining from blanket reporting requirements</li> <li>• District/school leaders should leverage virtual tools and platforms wherever possible to conduct essential business and keep in-person reporting to an absolute minimum during school closures</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols.</li> <li>• Establish a protocol for students/staff who feel ill/experience symptoms when they come to school.</li> <li>• Establish a protocol for visitors: calling the front office before entering, screening visitors, use of face coverings/masks strongly recommended and expected, hand sanitizer, etc. Restrict nonessential visitors and volunteers.</li> <li>• Establish a protocol for vendor deliveries: calling the front office before entering, requesting use of face coverings/masks, hand sanitizer, etc.</li> <li>• Establish a protocol for student pick up/drop off: staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup.</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>• Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Hand sanitizer stations for students and staff</li> <li>○ Limit unnecessary congregations of students and staff</li> <li>○ Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols</li> <li>○ Establish a protocol for students/staff who feel ill/experience symptoms when they come to school.</li> <li>○ Establish a protocol for visitors: calling the front office before entering, screening visitors, requesting use of face coverings/masks, etc.</li> </ul> </li> <li>• Establish a protocol for student pick up/drop off: staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup.</li> </ul>

<p><b>Serving Meals</b></p> 	<p><b>School buildings are closed. District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Practice established social distancing protocols to the greatest extent practicable</li> <li>● Provide PPE to participating staff</li> <li>● Reduce contact by using the curbside and bus stop service. Distribute 7 days worth of meals Monday through Friday<sup>2</sup></li> <li>● Distribute printed instructional packets/ materials and district/school communications along with meals</li> <li>● Reduce person-to-person contact by using multiple locations to provide essential services.</li> </ul> <p><sup>2</sup>Subject to future USDA meal waiver approval</p>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Allow student hand washing before and after meal service</li> <li>● Hand sanitizer stations for students and staff</li> <li>● Use disposable plates, utensils, etc.</li> <li>● Mark spaced lines to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths</li> <li>● Conduct cleaning of cafeterias and high-touch surfaces throughout the school day using the Sanitech Sanitizer(effectively kills COVID-19).</li> <li>● Cafeteria tables and walls (hand height) will be cleaned with CDC approved cleaning agents after breakfast and after lunch.</li> </ul> <p><b>Alternative Serving Models:</b></p> <ul style="list-style-type: none"> <li>● Serving meals in cafeterias with: <ul style="list-style-type: none"> <li>○ Spaced serving lines (marked on floors)</li> <li>○ Spaced seating (utilize outdoor space as practicable and appropriate)</li> <li>○ Serve in pre-packaged boxes and bags for each student instead of traditional serving lines. Avoid sharing of foods and utensils.</li> </ul> </li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Hand sanitizer stations for students and staff</li> <li>○ Allowing students and staff to wear face masks/coverings while in large group gatherings</li> <li>○ Conducting cleaning of cafeterias and high-touch surfaces throughout the school day using the Sanitech Sanitizer (effectively kills COVID-19).</li> </ul> </li> </ul>
<p><b>Transitioning</b></p> 	<p><b>School buildings are closed.</b></p>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Limit mixing between groups (to the extent practicable)</li> <li>● For class changes and other transitions throughout the school day: <ul style="list-style-type: none"> <li>○ Designate areas of the hallway (i.e. lanes) as flow paths to minimize congregation of students to the extent feasible</li> <li>○ Plan staggered class changes (ex: by hall, odd/even room numbers, grade/ discipline) to decrease number of students in hallways at one time to the extent feasible</li> </ul> </li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Allowing students and staff to wear face masks/coverings while in large group gatherings</li> <li>○ Conducting cleaning of hallways and high-touch surfaces throughout the school day</li> <li>○ Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent practicable)</li> </ul> </li> </ul>

<p><b>Health Safety of Students</b></p> 	<p><b>School buildings are closed.</b></p>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Clean daily all hallway walls (hand high) with CDC approved cleaning agent.</li> <li>● Restrooms will be sprayed frequently with CDC approved cleaning agents.</li> <li>● Limit mixing between groups (to the extent practicable)</li> <li>● For class changes and other transitions throughout the school day: <ul style="list-style-type: none"> <li>○ Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to minimize congregation of students to the extent feasible</li> <li>○ Plan staggered class changes (ex: by hall, odd/even room numbers, grade/ discipline) to decrease the number of students in hallways at one time to the extent feasible.</li> </ul> </li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Allowing students and staff to wear face masks/coverings while in large group gatherings</li> <li>○ Conducting cleaning of hallways and high-touch surfaces throughout the school day</li> <li>○ Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent practicable) to the extent feasible</li> <li>○ Limit unnecessary congregations of students</li> <li>○ <a href="#">Hand washing video</a></li> <li>○ <a href="#">How to Safely Wear Face Covering</a></li> <li>○ <a href="#">Stop Germs! Wash Your Hands</a></li> </ul> </li> </ul>
<p><b>Student Support Services</b></p> 	<p><b>School buildings are closed.</b></p> <p><b>School Counselors, Social Workers and Mental Health Counselors will be available to:</b></p> <ul style="list-style-type: none"> <li>● Make contact with students receiving small group or individual services</li> <li>● Serve as resources to families and for distance ‘wellness checks’ as warranted</li> <li>● Provide virtual guidance curriculum</li> <li>● Continue to monitor high risk student needs</li> <li>● Provide academic guidance and support</li> <li>● Facilitate 504 and EPT meetings</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Assess Emotional Status <ul style="list-style-type: none"> <li>○ Student Risk Screening Scale - Internalizing/Externalizing</li> </ul> </li> <li>● Support Trauma Sensitive Training <ul style="list-style-type: none"> <li>○ <a href="#">See Mental Health Plan for Reentry</a></li> </ul> </li> <li>● Incorporate Social Emotional Learning <ul style="list-style-type: none"> <li>○ Elem/Secondary guidance curriculum</li> </ul> </li> <li>● Facilitate EPT process/Evaluation</li> <li>● Maintain and facilitate 504 meetings</li> <li>● Provide academic guidance and support</li> <li>● Counseling Services for students and resources for staff</li> <li>● Discuss the shared experience: <ul style="list-style-type: none"> <li>○ <a href="#">Helping Children Cope with Changes</a></li> <li>○ <a href="#">Talking to Children about COVID-19</a></li> <li>○ <a href="#">Teaching Through a Pandemic</a></li> <li>○ <a href="#">School Counseling During COVID-19: Online Lessons and Resources</a></li> </ul> </li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Assess Emotional Status <ul style="list-style-type: none"> <li>○ Student Risk Screening Scale - Internalizing/Externalizing</li> </ul> </li> <li>● Support Trauma Sensitive Training <ul style="list-style-type: none"> <li>○ <a href="#">See Mental Health Plan for Reentry</a></li> </ul> </li> <li>● Incorporate Social Emotional Learning <ul style="list-style-type: none"> <li>○ Elem/Secondary guidance curriculum</li> </ul> </li> <li>● Facilitate EPT process/Evaluation</li> <li>● Maintain and facilitate 504 meetings</li> <li>● Provide academic guidance and support</li> <li>● Counseling Services for students and resources for staff</li> <li>● Discuss the shared experience: <ul style="list-style-type: none"> <li>○ <a href="#">Helping Children Cope with Changes</a></li> <li>○ <a href="#">Talking to Children about COVID-19</a></li> <li>○ <a href="#">Teaching Through a Pandemic</a></li> <li>○ <a href="#">School Counseling During COVID-19: Online Lessons and Resources</a></li> </ul> </li> </ul>

<p><b>Professional Development</b></p> 	<p><b>School buildings are closed.</b></p> <ul style="list-style-type: none"> <li>Professional Development utilizing District-developed distance learning tools to support quality instruction.</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Trauma Informed Care</li> <li>Social Emotional Learning (SEL)</li> <li>Using Data to Plan for Standards-based Instruction</li> <li>Maintaining Safe and Healthy Learning Environments</li> <li>Digital Academy for Teachers</li> <li>High Quality Content via Learning Management System</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Trauma Informed Care</li> <li>Social Emotional Learning (SEL)</li> <li>Using Data to Plan for Standards-based Instruction</li> <li>Maintaining Safe and Healthy Learning Environments</li> <li>Digital Academy for Teachers</li> <li>High Quality Content via Learning Management System</li> </ul>
<p><b>Teaching and Learning</b></p> 	<p><b>School buildings are closed. District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Implement a robust Distance Learning Plan</li> <li>Distribute printed instructional packets/ materials and district/school communications along with meals; designate and communicate collection/drop off points</li> </ul> <p>Alachua County Resources</p> <ul style="list-style-type: none"> <li><a href="#">Instructional Continuity Plan (ICP)</a></li> <li><a href="#">Family Support for Devices and Connectivity</a></li> <li><a href="#">Digital Distance Learning Resources (ACPS)</a></li> <li><a href="#">Individualized Digital Learning Plan for students with disabilities (ACPS)</a></li> <li><a href="#">Educator’s Guide to Safe and Effective Video Conferencing</a></li> <li><a href="#">Public Wi Fi locations</a></li> <li><a href="#">ACPS Digital Resources</a></li> </ul>	<p><b>Educational Options for Families:</b></p> <ul style="list-style-type: none"> <li><b>Return to school with Traditional Instructional Model (Brick and Mortar)</b> <ul style="list-style-type: none"> <li>Students return to school and receive face-to-face instruction with health and safety measures in place.</li> </ul> </li> <li><b>Participate in the Alachua County Digital Academy</b> <ul style="list-style-type: none"> <li>Students receive individualized instruction at home utilizing our learning management system and live lessons. Students would be expected to be engaged in digital learning activities following their typical school schedule (for example, from 7:45-1:52 in elementary school). Specific guidance coming soon.</li> </ul> </li> <li><b>Enroll in Alachua eSchool</b> <ul style="list-style-type: none"> <li>Students enrolled in <a href="#">Alachua eSchool</a> receive individualized instruction from eSchool teachers utilizing technology. The virtual format allows flexibility of time, location, and pace.</li> </ul> </li> </ul> <p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Survey families to gauge the educational setting for the 2020-21 school year. <ul style="list-style-type: none"> <li>Traditional Instructional Model in the building</li> <li>Alachua Digital Academy courses or</li> <li>Enroll students through the <a href="#">Alachua eSchool</a></li> </ul> </li> </ul> <p><b>Traditional Instructional Model (Brick and Mortar)</b></p> <ul style="list-style-type: none"> <li>Scheduling <ul style="list-style-type: none"> <li>Use the master schedule to balance class numbers as much as possible</li> </ul> </li> <li>Move non-essential furniture and equipment out of classrooms to increase distance between student learning stations and turn desks in the same direction.</li> </ul>	<p><b>Educational Options for Families:</b></p> <ul style="list-style-type: none"> <li><b>Return to school with Traditional Instructional Model (Brick and Mortar)</b> <ul style="list-style-type: none"> <li>Students return to school and receive face-to-face instruction with health and safety measures in place.</li> </ul> </li> <li><b>Participate in the Alachua County Digital Academy</b> <ul style="list-style-type: none"> <li>Students receive individualized instruction at home utilizing our learning management system and live lessons. Students would be expected to be engaged in digital learning activities following their typical school schedule (for example, from 7:45-1:52 in elementary school). Specific guidance coming soon.</li> </ul> </li> <li><b>Enroll in Alachua eSchool</b> <ul style="list-style-type: none"> <li>Students enrolled in <a href="#">Alachua eSchool</a> receive individualized instruction from eSchool teachers utilizing technology. The virtual format allows flexibility of time, location, and pace.</li> </ul> </li> </ul> <p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>Schools should establish an “overflow” plan to accommodate a potential influx of student enrollees.</li> <li>Scheduling <ul style="list-style-type: none"> <li>Use the master schedule to balance class numbers as much as possible</li> </ul> </li> <li>Move non-essential furniture and equipment out of classrooms to increase distance between student learning stations and turn desks in the same direction.</li> <li>Maintain a maximum distance between desks as possible, even if not able to achieve 6 feet, and avoid sharing textbooks, supplies, and toys.</li> <li>Limit physical interaction through partner or group work</li> </ul>





## Supporting Teaching and Learning (cont.)



- Maintain a maximum distance between desks as possible, even if not able to achieve 6 feet, and avoid sharing textbooks, supplies, and toys.
  - Limit physical interaction through partner or group work
  - Establish distance between the teacher's desk/board and students' desks
  - Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing
  - Establish an **Academic Baseline**:
    - Administer diagnostic and formative assessments at the beginning of the school year
    - Conduct meetings with teachers to identify students' current academic needs
  - Implement **Intervention Plan** specifically addressing:
    - Identification of Critical Standards/essential Skills
    - Standards not taught before the school closures in 2019-2020
    - Timeliness of intervention of previous year's standards
    - Students at-risk of not graduating on time
    - Students with disabilities
    - Students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.)
    - Other students identified as being behind academically by teachers and parents
  - Provide access to enrichment (fine arts, music, world language, CTE, computer science, AP/IB, dual enrollment, physical education/recess, STEM/STEAM, etc.)
  - Address learning loss:
    - Help students catch up/get ahead through the [Alachua eSchool](#)
    - Provide extended learning opportunities through before/after school programs, Saturday school, etc.
  - Integrate virtual learning practices:
    - digitizing lessons
    - requiring a certain number of online assignments for each grading period
  - Schedule specific planned district/school-wide digital learning days as part of the traditional school calendar
  - Plan to monitor and differentiate instruction
- 
- Establish distance between the teacher's desk/board and students' desks
  - Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing
  - Implement standard operating procedures while taking preventative measures such as:
    - Providing hand sanitizer for students and staff
    - Conducting cleaning of classrooms and high-touch surfaces each day
    - Limiting physical interaction through partner or group work
    - Surveying families' interest in continuing online learning to reduce number of students requiring face-to-face, traditional instruction
  - Establish an **Academic Baseline**:
    - Administer diagnostic and formative assessments at the beginning of the school year
    - Conduct meetings with teachers to identify students' current academic needs
  - Implement **Intervention Plan** specifically addressing:
    - Identification of Critical Standards/Essential Skills
    - Standards not taught before the school closures in 2019-2020
    - Timeliness of remediation of previous year's standards
    - students at-risk of not graduating on time
    - students with disabilities
    - students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.)
    - other students identified as being behind academically by teachers and parents.
  - Provide access to enrichment (fine arts, music, world language, CTE, computer science, AP/IB, dual enrollment, physical education/recess, STEM/STEAM, etc.)
  - Address learning loss:
    - Help students catch up/get ahead through the [Alachua eSchool](#)
    - Provide extended learning opportunities through before/after school programs, Saturday school, etc.

		<ul style="list-style-type: none"> <li>● Learning Management System (i.e. Canvas, Edgenuity-Grades 6-12)</li> </ul>	<ul style="list-style-type: none"> <li>● Integrate virtual learning practices: <ul style="list-style-type: none"> <li>○ digitizing lessons</li> <li>○ requiring a certain number of online assignments for each grading period</li> </ul> </li> <li>● Schedule specific planned district/school-wide digital learning days as part of the traditional school calendar</li> </ul>
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<p style="text-align: center;"><b>Extra Curricular Activities</b></p> <p style="text-align: center;">(Athletics, Band, Clubs, EDEP and all before, during and after school activities)</p> 	<p><b>School buildings are closed.</b></p> <p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Abide by and adhere to the maximum percentage of people allowed to congregate as defined by the Governor's current statewide Executive Order.</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Abide by and adhere to the maximum percentage of people allowed to congregate as defined by the Governor's current statewide Executive Order.</li> <li>● All gatherings, events, and extra-curricular activities shall maintain appropriate and responsible social distancing which supports behavior that reduces the spread of COVID-19. This includes limited tickets and seating.</li> <li>● Follow <a href="#">Florida High School Athletic Association (FHSAA)</a> guidelines for sporting events and practices.</li> <li>● Strongly encourage non-contact temperature testing of adults who will be direct participants and have close contact with students.</li> <li>● Monitor students who participate in extracurricular activities for symptoms.</li> <li>● All facilities, equipment, instruments, uniforms, etc. should be thoroughly cleaned, disinfected, washed or wiped down after each use.</li> <li>● Signs to remind attendees of responsible social distancing (public restrooms, concessions, seating) and allow for multiple exit points.</li> <li>● Have adequate cleaning and sanitizing supplies at an event for participants and attendees, including hand sanitizing stations.</li> <li>● Limit unnecessary congregations of students and staff</li> <li>● Limited participation in events that are in counties that have not met the Governor's criteria for the Reopen Florida Plan.</li> <li>● All out of state travel must be approved by the Superintendent. No travel will be allowed to areas that are experiencing sustained or increasing community transmission of COVID-19.</li> <li>● Allowing students and staff to wear face masks/coverings while in large group gatherings</li> <li>● If a student is experiencing symptoms- Isolate, supervise and call the parent/guardian</li> <li>● Adhere to Transporting Students guidelines even if utilizing charter buses and rental vehicles.</li> </ul>	<p><b>District/School Considerations:</b></p> <p>Implement standard operating procedures while taking preventative measures such as:</p> <ul style="list-style-type: none"> <li>● Maintain appropriate and responsible social distancing.</li> <li>● Follow <a href="#">Florida High School Athletic Association (FHSAA)</a> guidelines for sporting events and practices.</li> <li>● All equipment, instruments, uniforms, etc. should be washed or wiped down after each use.</li> <li>● Signs to remind attendees of responsible social distancing (public restrooms, concessions, seating) and allow for multiple exit points.</li> <li>● Have adequate cleaning and sanitizing supplies at an event for participants and attendees, including hand sanitizing stations</li> <li>● Limiting unnecessary congregations of students and staff</li> <li>● Allowing students and staff to wear face masks/coverings while in large group gatherings</li> <li>● If a student is experiencing symptoms- Isolate, Supervise and call the parent/guardian</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>● <a href="#">FHSAA June Return for High School Athletics and Activities</a></li> </ul>
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<p><b>Protecting Vulnerable Populations<sup>1</sup></b></p>  <p><sup>1</sup> <b>Vulnerable Populations</b> -- Elderly individuals and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.</p>	<p><b>School buildings are closed.</b> See <i>Entering School Buildings</i> for district/school staff guidance.</p>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Survey staff members to gauge their intentions of returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws</li> <li>● Survey families to gauge their intentions of returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws</li> <li>● Provide remote/distance learning opportunities.</li> <li>● Identify local COVID-19 testing sites; in collaboration with the Alachua County Health Department offer free COVID-19 testing for high risk employees at least monthly</li> <li>● Adhere to FERPA and HIPPA requirements</li> <li>● Adhere to state and federal employment law</li> <li>● Offer <a href="#">Employee Assistance Program</a> to all staff members</li> </ul>	<p><b>District/School Considerations:</b></p> <ul style="list-style-type: none"> <li>● Implement standard operating procedures while taking preventative measures such as: <ul style="list-style-type: none"> <li>○ Establish a point-of-contact with the Alachua County Health Department</li> <li>○ Identify local COVID-19 testing sites; in collaboration with the Alachua County Health Department offer free COVID-19 testing for high risk employees at least monthly</li> <li>○ Hand sanitizer stations for students and staff</li> <li>○ Allow vulnerable students to complete their coursework virtually</li> <li>○ Allow vulnerable students and staff to wear PPE throughout the school day (to the extent practicable)</li> <li>○ Establish a process for regular check- ins with vulnerable students and staff</li> <li>○ Allow an early transition for vulnerable students to go to classes</li> <li>○ Limit large group gatherings/ Interactions for vulnerable students and staff</li> </ul> </li> </ul>

See also ACPs' [Pandemic Planning: Information for Public School Districts](#)



## When a Child, Staff Member, or Visitor Becomes Sick at School



### District/School Considerations

- Communicate with school and district Covid Response Team
- Digital Temperature Check and check for other symptoms
- Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms.
- School nurses and other healthcare providers should use *Standard and Transmission-Based Precautions* when caring for sick people. See: *What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID19 Infection*
- Contact parent/guardian/emergency contact to arrange for an individual who is sick to go home or to a healthcare facility.
- Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Close off areas used by a sick person and do not use before cleaning and disinfection. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- Advise sick staff members and children not to return until they have met Alachua County Health Department criteria to discontinue home isolation
- Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow Alachua County Health Department guidance if symptoms develop. If a person does not have symptoms, follow appropriate Alachua County Health Department guidance for home quarantine.

### CDC Guidance

- [Symptoms of Coronavirus](#)
- [What if I am sick?](#)
- [CDC Frequently Asked Questions](#)
- [Checklist for Parents](#)
- [Travel Guidelines](#)
- [Travel Recommendations](#)



***Alachua County Public Schools is committed to providing the highest-quality education possible during these challenging times while also promoting the health and well-being of our students, staff, families and the broader community.***

*Karen Clarke, Superintendent*

For additional information, go to:

**[ACPS.edu/coronavirus](https://ACPS.edu/coronavirus) | [Florida Department of Public Health](https://www.floridahealth.gov/)**

