



RETURN to LEARN

ACSD Return to Learn - Traditional On-Site Learning Model

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Traditional On-Site Instruction (OS) - as long as it is deemed safe by public health officials and the school has a plan for appropriate safety measures, learning can take place in the school buildings.

Traditional On-Site Instruction Students attend on-site daily with full academic load
Teachers and other assigned staff are on-site.
Students attend school daily or as scheduled per student's usual school structure.
Students move throughout the building as typically scheduled during the regular school day
Students move from class to class for instruction or special/elective activities only when necessary.
Labs are done in person.
Assessment is embedded in the instructional design.
All grade levels and courses follow the school schedule.
Students are accountable for learning, and attendance is expected.
The teacher's roster remains the same.
Food service is available to students regardless of school delivery method.

Schedules

All buildings will follow their normal daily bell schedules. However, times may adjust within the day due to the need for social distancing when students are transitioning or passing from one classroom to another or for other non-academic needs such as lunch during the school day.

Student Roles and Responsibilities

Students will follow expectations outlined in the student handbook as well as teacher classroom guidelines which will include all student safety measures.

Family Roles and Responsibilities

Support and reinforce the student safety guidelines that are described in operations for public health section.

School Events

Schools will make every effort to continue important school events. In an effort to keep students and staff safe, there may be modifications to the venue, format, or delivery of such events. Please see your building specific calendar for specific details.

Operations

The Ankeny Community School District is committed to the safety of all students, staff, and visitors at our facilities and at our events. As District facilities open after a COVID-19-related slowdown, the District will need to consider a variety of measures for keeping people safe. These considerations include practices for scaling up operations, safety actions (e.g., cleaning and disinfection, social distancing), monitoring possible reemergence of illness, and maintaining health operations. The District will follow local, state, and federal health guidelines as well as guidance from the Iowa Department of Education.

Operations in Support of Public Health

General Expectations:

- Symptom screening of students/staff prior to leaving home.
- CDC-Approved cloth face coverings required to be worn while on school bus and campus.
- Social distancing by students/staff at all possible times.
- Students bring personal water bottles; drinking fountains are turned off. Hydration filling stations will remain on and are being added throughout the district.

Bus:

- Students are encouraged to use other forms of transportation, if possible. Pay-to-ride will not be offered to start the year.
- PPE required for drivers: gloves, cloth mask, face shield
- Social distancing and cloth mask expectation at bus stops
- Cloth masks required for students prior to boarding and throughout the duration of the ride. (Disposable masks provided to those who arrive without one.)
- Students board back-to-front one person to a seat, when possible (exception: students from the same household may share).
- Open vents/windows when weather allows.

Arrival:

- Staffing additional entrances in the morning to minimize clustering by main entrance.
- Hand sanitizer provided to students upon entry.
- Students go directly to 1st period class (secondary) or classroom teacher's room (elementary).
- Students wearing masks from time of arriving on campus.
- Grab-and-go breakfast offered; students eat in the designated area.
- Students bring backpacks into the classroom.

Lunch:

- Markings on floor to ensure proper spacing.
- Students eat in the classroom to the greatest extent possible.
- Pre-portioned meal options provided to students.
- Disposable trays and plasticware.
- No condiment table or communal stacks, bins, trays, and utensils that would otherwise be accessed by many hands.
- Face shields or plexiglass for nutrition services staff.
- Increase use of exhaust fans in the kitchen.
- Contactless payment options/processes.

Recess (Elementary Only):

- Staggered recess times to offer by class (vs. by grade level) when possible. Otherwise, increased supervision to ensure social distancing.
- Contact sports/activities (basketball, football, tag, etc.) will not be allowed.
- Cloth masks allowed, but not required while outdoors.
- Hand sanitizer or staggered hand washing for each student before and after recess.
- During inclement weather, indoor recess takes place in the classroom and should involve a social and/or physical activity in which students can engage from their desks.

Dismissal:

- Increased supervision (interior and exterior) to ensure proper distancing.
- Cloth masks required to be worn by students until off campus (if walking or riding a bike/scooter), until off the bus (if riding a bus), or until in the vehicle if being picked up by car. Cloth masks worn by supervising staff.
- Staggered release where possible.
 - Elementary: Dismiss by bus first, then other modes.

(Students are encouraged to limit items that come from home.)

- Elementary - teachers will develop a protocol for lockers that minimizes the number of students in the locker area at any given time.
- Secondary - Lockers may be used. Protocols will be developed to minimize time spent at lockers and the number of students in the locker area at any given time.

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During Class:

- Desks spaced with maximum distancing given the room size.
- Desks/students facing the same direction.
- Assigned seating (to prevent confusion and facilitate contact tracing, if necessary). Student expectation to remain seated unless given explicit permission from the teacher.
- Cloth masks required for students and staff at all times with designated break times to avoid fatigue. Staff offered face shields; in most cases, the shield would not replace the cloth mask but can be worn as an additional layer of safety.
- Minimize sharing of school supplies; wiped down with cleaning solution prior to use by new user.
- Consider outdoor space for learning, when possible.
- Some classes may not be offered in the same way: band, choir, PE, etc.
- Elementary specials (except PE) may be offered in the classroom.

Passing Time:

- One-way walking lanes established on the right side of the hall.
- Students required to wear masks in halls, apply social distancing, and follow designated hallway traffic patterns
- Floors marked with social distancing reminders, particularly outside gyms (in elementary) and all rooms (in secondary).
- Increased supervision to coach distancing.
- Staff assigned to each restroom to monitor capacity.
- Elementary: Building schedule to reflect staggered passing times. Students line up at a maximum distance and maintain that distance when traveling to PE or recess.
- Secondary: When possible, stagger or expand passing times. PE locker rooms will be closed. Upon entering the classroom, students grab a wipe and

- Secondary: Students exit the closest exterior door and walk outside to bus/car/parent (weather permitting).

- Students sanitize hands upon exit.

Staff:

- Encouraged to use outdoor spaces (or indoor spaces that allow for physical distancing) during lunch/break.
- Professional learning completed remotely or divided into smaller, properly distanced groups.
- Expectation to wipe down surfaces in commonly accessed staff spaces (e.g. tables, microwave, printers, etc.) between uses.

Miscellaneous:

- Floor labeled in office, nurse's office, media center to ensure proper spacing while waiting in line.
- Secretaries will use plexiglass barriers and will wear a face covering when greeting visitors.
- Limit parent/community member volunteers, guest speakers, etc.
- Visitors with an essential need to enter a building will be screened with a series of symptom screening questions developed in partnership with Polk County Health Department.
- Limit parents dropping off items to only those essential to the student's day. Consider adding a table to the vestibule/office with tape/marker. Parents dropping off items for their child should utilize the table.
- Each building identifies 1-2 isolation rooms (not nurse's office) for students exhibiting COVID-19 symptoms.
- There will be no large group assemblies.
- Viability and safety protocols for extra-curricular activities based on guidance from state and local authorities.

wipe down their area. All students exit a classroom before the first one enters.

Hallways During Class:

- Staff will limit sending students to the halls during class.
- Staff supervision of halls throughout the day.
- Students expected to wear a cloth mask in the halls, apply social distancing, and follow designated hallway traffic patterns.