

Applied Learning Academy In-Person Transition Plan

Fall 2020



*This plan is a live document and will be updated regularly in accordance with the [Fort Worth ISD Forward District plan](#).

COVID-19 Safety Protocols

ALA will follow the FWISD Forward COVID protocols with the below additions specific to the ALA campus.

Person Responsible	Action Item	Progress Notes
Toni Aquirre	PPE distributed to staff/replacement orders ongoing.	In progress
Elodia Escamilla	Protocol Signage and hand sanitizers stations in place	Done
Elodia Escamilla	Faculty trained on COVID protocols/classrooms set up to maintain social distancing when possible.	In progress
ALA staff	Students temperature checked before entering the building.	Not started
ALA staff	Students who have a temperature will be escorted to the front entrance of the building to the nurse's office for evaluation.	Not started

First Day Campus Transitions for Students/Transitions Between Classes

6th grade orientation on the 5th
 7th grade orientation on 13th
 8th grade return on the 19th

Person Responsible	Action Item	Progress Notes
Grade level team	Design orientation day which includes: safety protocols, classroom expectations, lunch, transitions, arrival/dismissal	
ALA faculty	10-minute passing period allows for sanitation of personal workspace by each student, staggered passing period/ core teachers will escort students to their classes walking outside the building.	

Transportation/Morning Arrival/Breakfast

For arrival in the morning, buses will drop off at the gates to the pods. Students will not be allowed to exit the bus until 9 o'clock. Students will enter the building thru the grade level outside of the building pod doors. Students in Orchestra/Band will enter thru the courtyard doors. Art, Theater, and Choir will enter thru the doors to the outside of the building. Social distancing markers will designate where students should line up. Students will have their temperature checked before entering the building. Students will pick up breakfast as they enter the building.

Car riders should not arrive to campus before 9 o'clock. Car riders who arrive early should remain in their vehicle until 9 o'clock. Students will enter the building thru the outside of the building pod doors. Students in Orchestra/Band will enter thru the courtyard doors. Art, Theater, and Choir will enter thru the nearest outside door to the classroom. Students will have their temperature checked before entering the building. Students will pick up breakfast as they enter the building.

Person Responsible	Action Item	Progress Notes
Raven Saqer	Create a wellness document	
Alice Buckley	Confirm with cafeteria breakfast pick-up protocol	
Classroom teachers	All teachers are on duty by 8:55. Designate temperature checker/breakfast pick-up facilitator/Wellness check verifier	
Nurse Gleason	Review isolation plan for students with temperatures	
Lisa Parks	Confirm all bus riding students have filled out the request for transportation form online to ensure bus route has been established.	

Lunch/End of Day Dismissal

Students will eat with their 3rd/7th period class. Student cohorts will have assigned seating in a section of the cafeteria. This will allow for contact tracing if needed. Students will only be allowed to interact with their classroom lunch group. Student cohorts will have a designated outside bag of balls. Students must wear masks outside and will be given the opportunity to interact with their assigned lunch bunch group.

End of Day Dismissal—Car riders will be dismissed at 4:20 and will be escorted to the front of building. Cars must park in the parking lot instead of forming a car pool line to reduce congregation of students waiting outside the front of the building. Students must be picked up no later than 4:40 because all staff must vacate the building by 5:00 due to nightly /cleaning/sanitizing/disinfection of the campus.

Bus riders will be escorted to the buses as they arrive.

All faculty will assist with dismissal.

Person Responsible	Action Item	Progress Notes
All ALA faculty	Determine which team members will have lunch from 12:35-1:10 or 1:10-1:50. For each pod 2 teachers will be on and two off, Band/Orchestra will split, Wood/Henry will split, Najera/Beasley will split, Barnes/Sullivan will split, Lopera/Parks will split, Townsend/Essenmacher/Del La Paz will split How to Study.	
Raven Saqer, Elodia Escamilla, Alice Buckley	Floating to assist when needed.	
ALA Faculty	All faculty is on duty for dismissal.	