

**Instructional Guidance: Learning for Quarantined Students**

**Overview**

Our top priority is to provide in-person instruction five days a week, as outlined in our *Continuity of Learning Fall Reopening Playbook 6.0*. Some students will need instructional support if they are not able to attend class because they are quarantined. ACPS will utilize livestreaming for students who need to quarantine. Livestreaming allows students to view their teacher providing instruction in the physical classroom in real time. Students will be expected to log in to Clever/Canvas while quarantining, check Canvas for daily assignments (or the Clever Teacher Page for K–1), and attend office hours:

- The teacher will only be broadcasting the livestream to quarantined students.
- The teacher will not be interacting with students who are livestreaming the class.
- During teacher office hours, quarantined students will have an opportunity to interact with their teacher and ask questions.
- Additional support Zoom sessions will be provided, as needed.

The guidance below describes some possible scenarios for students in quarantine. For each of these scenarios, it is essential for teachers to dedicate some instructional time to familiarize students with the specific devices and applications they will be using (e.g., Clever, Canvas, etc.), whether at home or school.

Category	Individual Quarantine	Half-Classroom Quarantine	Full-Classroom Quarantine	Teacher Quarantine	School Quarantine
<b>Student</b>	<ul style="list-style-type: none"> <li>● The teacher is livestreaming the class. The student needs to log in to Zoom.</li> <li>● Students livestream their classes and check Canvas (2–12) or the Clever Teacher Page (K–1) for daily assignments.</li> <li>● Students attend office hours with their teacher.</li> </ul>	<ul style="list-style-type: none"> <li>● The teacher is livestreaming the class. The student needs to log in to Zoom.</li> <li>● Students livestream their classes and check Canvas (2–12) or the Clever Teacher Page (K–1) for daily assignments.</li> <li>● Students attend office hours with their teacher.</li> </ul>	<ul style="list-style-type: none"> <li>● The class switches to virtual instruction and checks Canvas (2–12) or the Clever Teacher Page (K–1) for daily assignments.</li> <li>● Students attend office hours with their teacher.</li> </ul>	<ul style="list-style-type: none"> <li>● Students are in class with a classroom monitor, and the teacher is teaching virtually.</li> </ul>	<ul style="list-style-type: none"> <li>● The school switches to virtual instruction and checks Canvas (2–12) or the Clever Teacher Page (K–1) for daily assignments.</li> <li>● Students attend office hours with their teacher.</li> </ul>

**Instructional Guidance: Learning for Quarantined Students**

<b>Category</b>	<b>Individual Quarantine</b>	<b>Half-Classroom Quarantine</b>	<b>Full-Classroom Quarantine</b>	<b>Teacher Quarantine</b>	<b>School Quarantine</b>
<b>Teacher</b>	<ul style="list-style-type: none"> <li>Set up a Zoom meeting room for livestreams. (Livestreams are recorded when a child is sick and cannot attend a session.)</li> <li>Update Canvas (2–12) or the Clever Teacher Page (K–1) with daily assignments and activities.</li> <li>Take student attendance.</li> <li>Establish office hours (see note) once a child in their class is in quarantine.</li> </ul>	<ul style="list-style-type: none"> <li>Set up a Zoom meeting room for livestreams. (Livestreams are recorded when a child is sick and cannot attend a session.)</li> <li>Update Canvas (2–12) or the Clever Teacher Page (K–1) with daily assignments and activities.</li> <li>Take student attendance.</li> <li>Establish office hours.</li> </ul>	<ul style="list-style-type: none"> <li>Set up a Zoom meeting room for virtual instruction.</li> <li>Update Canvas (2–12) or the Clever Teacher Page (K–1) with daily assignments and activities.</li> <li>Take student attendance.</li> <li>Establish office hours.</li> </ul>	<ul style="list-style-type: none"> <li>Set up a Zoom meeting room for virtual instruction.</li> <li>Update Canvas (2–12) or the Clever Teacher Page (K–1) with daily assignments and activities.</li> </ul>	<ul style="list-style-type: none"> <li>Set up a Zoom meeting room for virtual instruction.</li> <li>Update Canvas (2–12) or the Clever Teacher Page (K–1) with daily assignments and activities.</li> <li>Take student attendance.</li> <li>Establish office hours.</li> </ul>
<b>Administrator</b>	<ul style="list-style-type: none"> <li>Check Canvas pages.</li> <li>Check the office hours schedule.</li> </ul>	<ul style="list-style-type: none"> <li>Check Canvas pages.</li> <li>Check the office hours schedule.</li> </ul>	<ul style="list-style-type: none"> <li>Check Canvas pages.</li> <li>Check the office hours schedule.</li> </ul>	<ul style="list-style-type: none"> <li>Secure a substitute teacher.</li> <li>Check Canvas pages.</li> </ul>	<ul style="list-style-type: none"> <li>Check Canvas pages.</li> <li>Check the office hours schedule.</li> </ul>

**Note: Office Hours**

During office hours, a teacher does the following with quarantining students:

- Connects/checks in
- Clarifies assignments
- Answers questions
- Provides feedback
- Does not reteach
- Spends 20–45 minutes with students, depending on their grade
- Progress monitors grades with students
- Clarifies current and missing assignments

## Instructional Guidance: Learning for Quarantined Students

### Health Mitigation

If individuals are identified as a close contact of someone who is confirmed as having COVID-19, they are required to quarantine for **14** days per current guidelines, with the exceptions below:

- The following individuals do not need to quarantine, even if they are identified as a close contact:
  - Individuals who were fully vaccinated at the time they were exposed
  - Individuals who had COVID-19 within the last 90 days of their exposure

For more information on ACPS Health and Safety Guidance during COVID-19, please visit <https://www.acps.k12.va.us/domain/1607>.

### Technology

- To set up a classroom camera for livestreaming, teachers should connect their external cameras to their laptops. Directions can be found in [video format](#) and [print format](#) in Canvas.
- If a teacher records a lesson, it should be saved to the local computer and uploaded to Canvas rather than saved to the Zoom cloud.
- Students in grades 6–12 have 24-hour access to free tutoring through Tutor.com. To access, students log in to Canvas and click “Online Tutoring” in the course menu inside of their classes.