



350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



September 2, 2020

Dear Anza Families,

As we look ahead to transitioning from distance learning to in-person learning, we want to ensure that we provide as many details as possible about the district's plan of action. Dr. Valenzuela will announce the date hybrid learning will begin based on the Pima County Health Metrics which is updated consistently on the SUSD 30 webpage. Once we are given the green light, our school doors will be open for hybrid learning for all Kindergarten-5th grade students. Our middle school students are scheduled to begin hybrid learning shortly after K-5th grade begins. There will be more information forthcoming regarding the exact start date for middle school students.

Hybrid learning is a blended learning approach where students come to school in-person for two days out of the week and work from remotely from home for three days of the week. Hybrid learning allows for reduced student numbers in the classroom at one time which, in turn, assists with appropriate social distancing. The entire district will be assigning students to in-person learning days by their last name. There may be other small adjustments to the assigned days in order to balance classrooms. If there is a need for this, your child's teacher will reach out to you.

All students with last names that start with: A-L= Report to ATS on Monday and Tuesday and will be group A cohort. These students will work from home on Wednesday, Thursday, and Friday. All students with last names that start with: M-Z= Report to ATS on Thursday and Friday and will be group B cohort. These students will work from home on Monday, Tuesday, and Wednesday. Families with the last names in both the A-L and M-Z sections of the alphabet will be kept on the same schedule. If this applies to you, please email Mrs. Lindsay Romero, K-5 counselor, at lromero@sahuarita.net or Ms. Rosy Lopez, 6-8 counselor, at rosy.lopez@sahuarita.net to let them know which cohort your child will attend. You may contact either one for children in both elementary and middle school. Students in the ATS Extended Resource program are asked to attend with the B cohort on Thursdays and Fridays. They will work from home Monday, Tuesday and Wednesday.

We will continue to have fidelity to our Beyond Textbooks curriculum maps, while acknowledging the importance of flexibility with pacing. Teachers will continue to play an important role specific to the delivery of instruction, communicating with students/parents, and using professional discretion targeting the essential standards articulated by each grade level and/or content area. Most synchronous learning will take place during your child's in-person cohort days, while asynchronous learning will fall on the remote learning days. However, each teacher will develop an instructional model that will be most effective for their students. Homework expectations will be communicated by your child's teacher and will vary depending on the grade level. Students with special needs who have





350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



an IEP, Extended Resource (Inclusion), or a 504 Accommodation Plan will continue to receive their service as outlined in their plans.

Gates will open at 7:30 a.m. with the tardy bell ringing at 8:05 a.m. Students are not permitted on campus until 7:30 a.m. and will report directly to their classroom. If students choose to eat breakfast, they will go to the cafeteria, pick up their breakfast and report to class. First bell will ring at 8:00 a.m. All students will be seated and ready to learn by 8:05 a.m., at which time attendance will be taken for both cohorts. Attendance for the at-home cohorts will follow the expectations your child's teacher has already communicated to you. Any students entering campus after 8:05 a.m. must go through the front office to get a tardy slip and be signed in by a parent or authorized adult. Social distancing will be practiced and taught to our students as part of our daily routines.

Transportation

When we return, school buses will be running at their designated times each day. Please check the SUSD website for bus route information. Bus seating will be spaced out when possible, and windows can be partially opened to provide for air circulation. Parents are welcome to provide their own transportation as well. If providing transportation for your own child is an option, we encourage you to utilize drive-up, drop off, and pick up locations.

STUDENT DROP OFF PROCEDURES

Drive-Up Drop Off

C2 Gate Drop Off in the Loading Zone (3rd-8th grade only)

Please be respectful and patient of the "flow" of the loading zone by continuing to pull as far forward as possible. Students should have their backpacks close at hand and be ready to exit the vehicle once it has stopped. Students having to retrieve backpacks or other items from the trunk slow the line significantly. For larger items that require trunk access, please park in a designated parking space and unload there. Parents are asked to remain in their car when using the drop off lanes. Be sure that children exit the vehicle from the driver side (left) only. Do not use the through lane to drop off your child as they will be crossing lanes of traffic.

C1 Building Drop Off Area (K-8th grade)

Please pull forward in either lane to enter into the left lane safely to access the west side of the buildings and not in the small parking lot in the rear of the campus. Parents are asked to remain in their car when using the drop off lanes. Staff members will assist in helping students out of cars.





350 West Sahuarita Road
 Sahuarita, AZ 85629-9000
 Ph: (520) 625-3502 x1700
 Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
 Mr. Julio Moreno, Assistant Principal
 Mrs. Jeanine Sanders, Assistant Principal



Park and Walk Drop Off

Back parking lot parking, adjacent to the park playground

Parents and other adults are not permitted on campus. If you choose to park and walk your child to the gate, please ensure you are wearing a mask and stop at the gate.

STUDENT PICK-UP PROCEDURES

For student safety, ATS will include a **staggered dismissal schedule** for the 2020-2021 school year. Please help us limit the number of people waiting in lines by having **one family member** come to pick up your child. If you have more than one child in grades K-2, you will be required to pick each child up at their assigned areas (see below). Unfortunately, we will not be able to move all siblings to one area to pick up. We encourage parents to remain in their vehicles and utilize the drive-up pick up. If you must park and walk up, please remember no adults will be allowed on campus. You must wait at the designated pick up areas, following the directions below and abide by the current safety guidelines of wearing a mask, maintaining 6 ft distancing, and following the “walking traffic” flow directions. Please adhere to the scheduled time for your child’s grade. If you have multiple children, please come at the later time. There is no supervision after 3:00 p.m. in the Anza Trail Park (3-5 playground). Any K-2 students still on campus at 3:00 p.m. will be escorted to the front office to call home.

ATS Hybrid Dismissal Times	
Kinder-2 nd Grade	2:35 p.m.
3 rd Grade	2:40 p.m.
4 th -5 th Grade	2:45 p.m.
6 th Grade*	2:45 p.m.
7 th -8 th Grade*	2:50 p.m.

***When we begin MS hybrid**

Drive-Up Pick-Up

For grades K-2, your child’s teacher will provide you with a sign with your child’s name on it. Please place this in the window of your car, and our support staff will call out for your child to come to your car.

Pick Up Locations	
Kinder-2 nd Grade	Drive up lane outside the C1 building
3 rd -8 th Grade	C2 Gate drive up lane OR
3 rd -8 th Grade	Drive up loop in the back parking lot, adjacent to the park playground.





350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



Walk-Up Pick-Up Kinder Students

All Kindergarten students will be picked up at the Kindergarten designated door which is located at the end of the Kindergarten hallway located in the C1 building. Parents must remain outside the door, wear a mask, line up (6 ft. apart) in the order that they arrive. Parents are still required to show identification in order to pick up their children. You may bring your drive-up sign provided by your teacher instead of ID. Parents must enter AND exit through the southernmost gate. We do ask that parents continue to follow all pedestrian guidelines that have been set forth and adhere to the “walking traffic” guidelines. Please use the crosswalks.

Walk-Up Pick-Up 1st Grade Students

All 1st grade students will be picked up at the 1st grade designated door which is located at the end of the 1st grade hallway located in the C1 building. Parents must remain outside the door, wear a mask, line up (6 ft. apart) in the order that they arrive. Parents are still required to show identification, or their student drive-up sign, in order to pick up their children. Parents must enter AND exit through the northernmost gate adjacent to the K-2 play area. We do ask that parents continue follow all pedestrian guidelines that have been set forth and adhere to the “walking traffic” guidelines. Please use the crosswalks.

Walk-Up Pick-Up 2nd Grade Students

All 2nd grade students will continue to be picked up outside of the library area. Parents must remain outside the door, wear a mask, line up (6 ft. apart) in the order that they arrive. Parents are still required to show identification, or their student drive-up sign in order to pick up their children. We do ask that parents continue to follow all pedestrian guidelines that have been set forth and adhere to the “walking traffic” guidelines. Please use the crosswalks.

3rd – 5th Grade Students

All 3rd – 5th grade students will be escorted to each dismissal area (walking gates, parent pick up gates, sibling pick up, buses) by their teacher. Upon seeing their car pull forward in the parent pick-up area, they will be allowed to go to the designated area to get into their car.

6th-8th Grade Students (when allowed)

All 6th- 8th grade students will follow the staggered dismissal time and will be required to leave campus quickly and safely. Teachers and staff will help monitor students to provide reminders of social distancing. Students will not be allowed to loiter on campus.

Sibling Pick-Up:

Students who walk home will be waiting inside the Cafetorium until they are picked up by the older student. These students walk or ride bicycles home **without a parent**. ****Bicycle helmets should be worn.*





350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



L.I.N.K.:

Students enrolled in the LINK program will be escorted to the Cafetorium. You may call (520) 625-3502 ext. 1212 for more information on the SUSD after school program.

Bus/After School Care Vans:

All Kindergarten through 5th grade students will be escorted to the bus loading area by their teacher. Anza Trail aides will be present to assist with this dismissal process.

Health Office and Conference Room:

The health office will be utilized as an isolation area for any student or staff member that exhibits COVID-19 symptoms and needs to be assessed and possibly sent home. The student cot area in the health office has been remodeled with drywall for isolation. The conference room will be the secondary location that the health assistant will utilize for other student health-related needs, such as tending to injuries. Minor student health issues, such as band-aids for minor cuts and scrapes, will be handled by the classroom teacher and support staff using supplies provided by the health assistant. If a student requests to be seen by the health assistant, the teacher will call the health office. The health assistant will provide direction or assess the student outside the classroom for privacy. If a student receives medication at school, the health assistant will either go to the classroom to administer the medication outside the classroom for privacy or call the student to the conference room. Any staff or student, who shows signs of illness, must be sent home from school immediately. The Pima County Health Department has asked that we have zero tolerance for illness on campus.

Classrooms and Indoor Common Areas:

Desks/tables will be separated to the greatest extent possible and faced forward for social distancing. Student desks and workspaces will be sprayed with disinfectant at the end of each period. Fabric furniture will be removed due to its inability to be deep-cleaned daily. Students will be instructed to enter bathrooms in groups no larger than the number of stalls/urinals. Specials and Electives will operate in their own spaces. Extra time has been scheduled to allow for disinfecting between classes. Elementary Specials will follow a 2-week rotation to allow all students access to each special during that time. Returned library books will sit on a cart for three days before being checked in and re-shelved. UV sanitizing wands will be used to disinfect keyboards and Chromebooks. Middle school students will not be required to dress out for PE and will not utilize the locker rooms at this time. When it is deemed safe to do so, we will implement the following: locker room benches will be disinfected after each use. Students will not share lockers. Dressing out for P.E. will be optional this year. Students, who wish to dress out, will be socially distanced at assigned lockers to the greatest extent possible and staggered in locker room access. If students opt to not dress out, they are asked to wear to dress code, school appropriate attire for physical activity, and athletic shoes. Some classes, such as science labs, Choir, Band, P.E., Art, and others, may have additional modifications to maintain student safety.





350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



Cafeteria/Recess

Students will eat lunch in the cafeteria without their mask but must remain 6 ft apart. Elementary students will attend recess with no more than 2 other classes, within their grade level, and rotate between the playground and the field/courtyard. All elementary classes have also been designated an additional recess either in the morning or afternoon. The middle school bell schedule may be adjusted to allow for smaller groupings of students during lunch. Middle school students will have access to the cafeteria and to the courtyard.

Systems and Safety

There will be no assemblies, pep rallies, dances, concerts, or programs where large groups would gather. All awards assembly recognition will be digitally created and watched in the classroom as well as sent out via social media. Awards will not be given for attendance at this time. Virtual field trips may be planned in lieu of in-person field trips. Parent-teacher conferences, 504 meetings, IEP meetings, PTO meetings, Site Council meetings, and other parent meetings will take place via a virtual platform. Masks will be required for all staff, students, and essential visitors while on campus. Exceptions for mask-wearing will be granted based on Pima County exceptions criteria. Students are responsible for bringing their own masks. Staff will have their temperature checked using touchless thermometers upon arrival to campus. Each morning parents are asked to take their child's temperature and assess their child for signs of illness. Parents are asked to keep their child home if they have any of the following: a temperature of 100.0 degrees or higher, vomiting, diarrhea, or two or more moderate symptoms or one severe symptom of illness (chills, new or worsening cough, shortness of breath or difficulty breathing, sore throat, runny or stuffy nose, muscle or body aches, headache, fatigue/tiredness, or new loss of taste or smell). Students should also be kept home if anyone in their household is experiencing COVID-like illness with the above-mentioned symptoms. Parents are asked to please utilize online services whenever possible (uploading all documents for new student registration, emailing forms and absence reporting, paying class and athletic fees online, putting lunch money on your child's student ID card online, etc.). All visitors to the office will be asked to make an appointment, which is the current norm, and to wear a mask upon entering campus. Only one family will be served in the office at a time due to limited reception space. There will be no volunteers on campus until further notice. As referenced in the SUSD Back to School Newsletter, there will be no shared classroom snacks for the 2020-2021 school year due to COVID-19. Staff will maintain 6 feet of social distancing between individuals unless this is not physically possible or if less space is required for a student's safety. Classroom supplies will not be shared. If a school supply or piece of equipment must be shared by students (for instance, a pencil sharpener or textbook), a staff member or a student will wipe down the item with disinfectant after each use. Students are asked to bring their own water bottle and utilize drinking fountains for filling bottles only. Students must be in dress code and follow all school rules. Sports will await approval and guidance from Dr. Valenzuela, SUSD Superintendent, on practices, games, travel, spectators, shared equipment, etc. Extracurricular activities will be held virtually as deemed appropriate by the club sponsor.





350 West Sahuarita Road
Sahuarita, AZ 85629-9000
Ph: (520) 625-3502 x1700
Fax: (520) 398-7121

Mrs. Darlene Robinson, Principal
Mr. Julio Moreno, Assistant Principal
Mrs. Jeanine Sanders, Assistant Principal



All students and staff are asked to wash their hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol at the following times:

- Upon arrival at school (use hand sanitizer if there is no sink in the classroom),
- After being outside for physical activity,
- Before and after eating,
- Prior to leaving school for home, and
- After sneezing, coughing, or blowing one's nose.

Hand sanitizer stations will be set up in high-traffic areas, and hand sanitizer bottles will be used in classrooms and offices.

As we transition back into the classroom, our goal is to continue working as a cohesive team to meet the needs of all of our students. Please complete a COVID-19 Parental Acknowledgment and Disclosure form that we will be sending home for your child. Please return the initialed and signed form to your child's teacher. Please reach out via phone or email if you have any questions. The Anza Trail Team appreciates your continued support and positivity.

Respectfully,



Mrs. Darlene Robinson, Principal, drobinson@sahuarita.net
Mr. Julio Moreno, Assistant Principal MS, jmoreno@sahuarita.net
Mrs. Jeanine Sanders, Assistant Principal K-5, jsanders@sahuarita.net

"Reach for the Excellence Within!"

