

Student Supervision Framework

**School procedural response to supervision of students
via COVID related teacher absences:**



1. Sites should be using Frontline to try and get substitutes.
 2. Fill in with Teachers, Paid Loss of Planning (Secondary)
 3. Divide students into other classrooms (Elementary)
 4. Available certified support staff (CSP, Magnet Coord, Dean, Counselor, MTSS, etc) should be used to cover classroom supervision.
- Rotational schedule should be used if possible.*



1. Locate large “common spaces” (cafeteria, auditorium, courtyard, library) where multiple classrooms can be combined and supervised by either certified or classified staff. Students should be physically distance as much as possible.
- Sites will be responsible for keeping students safe and engaged throughout the duration of the use of the Common Spaces.*
2. If students are placed in large common spaces, parent letter will be sent. Sites will use parent letter supplied by TUSD Communications. Letter can be sent via Parentlink. ***Please see Template Letter (below)***
- Note: The Regional Assistant Superintendent must be notified for all Tier 2 situations.



1. ALL certified and classified staff are being used for current student supervision (Tier 1 & 2)
 2. Site administration will contact Regional when additional staff is needed for student supervision.
 3. Regional will work with district support staff to assist with student supervision.
 4. District staff will have limited availability to assist sites solely with supervision.
- *Classroom closure may be necessary.



1. If a common space is being used and has not reached 50% capacity of the space, and has the proper amount of supervision, it may continue if safety and function of the space is being realized. Ensure that all mitigation strategies are used while students are in common spaces.
2. Prior to the second day in common spaces, if the number of students in the common space exceeds the capacity of the space and supervision available, principal will assess:
 - o Class Sizes
 - o Available Space
 - o Infection rates of staff and students
 - o All Tier 3 assistance from assigned Central Staff
 - o Staffing capacity for the next day
3. Principal will notify their Regional Assistant Superintendent, and based on their assessment of these conditions, they will discuss the possibility and/or make the decision to close the school for a day. Just as we would if there was a facility issue, etc.

Principal will communicate the closure with:

 - o All teachers, staff, and itinerant staff for their building
 - o Families

Regional Assistant Superintendent will communicate the closure with:

 - Transportation
 - Food Services
 - Operations
4. If it is decided to close for the day, students will not go into remote learning, since it will only be for one day. All staff will be expected to report to school site to work.

TUCSON UNIFIED SCHOOL DISTRICT – EXHIBIT EB-E2-T

Tier 2 (Template Letter)

Good afternoon,

Today we had a greater-than-normal staff absentee rate due to the COVID virus surge. With limited substitute availability, the decision was made to combine XX classes into common spaces (auditorium, cafeteria, library, courtyard.) to ensure student education continues. These classes were supported by teachers, complied with all mitigation protocols including the appropriate use of masks and social distancing.

We know this is not ideal, but in the vein of safety and supervision, we feel this is the best alternative under the circumstances. Thank you for your patience and understanding.

Have a good day

Principal