

Mitigation Plan Guidelines

Due to current COVID-19 conditions, it is necessary for community rental groups to provide documentation that outlines how your group will adhere to the CDC, State of Alaska and Municipality of Anchorage guidelines relating to the pandemic.

If you are interested in renting ASD facilities, provide the following information to rentals@asdk12.org.

- Name of group/organization
- Event coordinator's name, title, email, and phone
- List of spaces requested with the number of participants per space
- A detailed COVID-19 mitigation plan with safety measures and operational guidelines to include, but not limited to:
 - Copy of signage group will post on entryways to the school indicating that participants who are experiencing COVID-19 symptoms, have been in contact with someone with COVID-19, or traveled out of state in the last 14 days cannot participate in the activity or enter the premises.
 - Keep a legible log of all participants for possible contact tracing.
 - Describe how your group will encourage participants to maintain appropriate physical distancing, wash hands frequently and wear face coverings.
 - List the measures your group will use to disinfect/sanitize commonly used equipment and surfaces during and immediately after the activity. This includes all commonly touched areas such as chairs, tables, doorknobs, etc. Include time within your rental request for your group to take care of all sanitizing requirements.

Be mindful that approval and subsequent start date are contingent on documentation submitted. Please allow 7 - 10 business days for review.