WHAT is zoning?

- Staff organizational tool that tells the teacher and staff the student’s daily schedule, staff work location and skill(s) to teach.
- Staff are responsible for an area (or zone) rather than a single student or one-to-one.
- Students rotate to areas of the classroom (rather than staff rotating).

1. Create an overall classroom schedule. Include students and staff on the schedule.
2. Fill in activities that are non-negotiable (Speech, specials, lunch, etc.)
3. Fill in zones to which the students will rotate (Direct Instruction, Independent, Groups, etc.)
4. Within the zones, identify which staff will work that area & what the target is for that time (reading, math, assessment, Intensive Teaching, Data Probes, etc.)
5. Don’t forget to schedule staff breaks and lunch!

You might also include a visual for the staff indicating duties for the zoned area. Duties might include:
- Working with the student
- Rsetting the area
- Embedding communication opportunities, social competencies, etc.

HOW to zone.

- Accept that the schedule will change! Do not laminate it...yet!
- How might you make the schedule interactive or moveable to accommodate changes?
- Train your staff on how the schedule works.

CONSIDERATIONS

- Zoning schedule decreases constant staff instructions
- Zoning increases student engagement
- It assures every job gets done

ADVANTAGES

- It ensures staff get breaks and lunch
- Staff management tool
- When reviewing data collection, it can help the teacher identify re-training needs
- Easy to create a second, alternate schedule for those “one-man down” days
- A great guide when a substitute is needed
- Provides staff with a routine so there is more work and less talk

RESOURCES

- Successfully Working with Paraprofessionals Using Zoning Plan
- Top 5 Reasons to Zone Staff: Back to School-Staff Zoning Staff-High School General Ed
- Top 10 Things to Remember When Zoning Staff: Back to School-Setting Up Classrooms for Students with Autism
- Staff Zoning Plans: Answers to 7 Frequently Asked Questions

The contents of this resource were developed under an agreement from the Federal Department of Education to the Kansas State Department of Education. However, the contents do not necessarily represent the policy of the Department of Education, and endorsement by the Kansas State Department of Education or the Federal Government should not be assumed. TASN Autism and Tertiary Behavior Supports is funded through Part B funds administered by the Kansas State Department of Education's Special Education and Title Services. TASN Autism and Tertiary Behavior Supports does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Deputy Director, Keystone Learning Services, 500 E. Sunflower, Ozwazie, KS 66070, 785-876-2214

Updated by TASN 3-7-19 pv
Image designed by Freepik.com