

LEGACY
CHRISTIAN ACADEMY



RETURN TO CAMPUS

Topics of Discussion

The heart of man plans his way, but the Lord establishes his steps.

Proverbs 16:9

**LCA ELEMENTARY
2020-2021**

RETURN DATE

Elementary Scheduled Return Date - Monday, September 21

- LCA will remain on course to open our campus on this date unless The Hills Church Transition Team recommends otherwise
- Two primary factors that could determine a different course of action would be a vast influx in the community positivity rate and local hospitalizations due to COVID-19

MS/HS Scheduled Return Date - Monday, October 26

- Students will transition to campus after the 1st quarter
- HS students will have the option of on-campus or virtual learning

LEARNING OPTIONS

LCA elementary will not be offering multiple learning options simultaneously

- While our campus is closed to students, all students will be taught virtually
- When our campus is opened to students, all students will be taught in-person

ADDITIONAL STAFF HOURS

Support Staff Hours have been increased so that we have extra staff on campus to assist with:

- Drive thru drop-off and dismissal
- Daily health screenings
- Touchless temperature checks
- Lunch in the classrooms
- Extra sanitation
- Dual dismissal locations
- Quarantine care
- Transition monitoring

DAILY HEALTH SCREENINGS

- Families will complete a COVID Response Form through the FACTS Family Portal prior to coming to school each day (sample on next slide)
- Touchless temperature check upon arrival for all staff, students and visitors
- Anyone with a temperature of 100.0 or higher will be sent home immediately
- Monitored quarantine area (Thrasher Hall) available for students that start showing symptoms while at school until pick-up is available
- Students and staff must be fever free without the use of medication for 24 hours before returning to school

COVID RESPONSE FORM

- Families will complete a COVID Response Form through the FACTS Family Portal prior to coming to school each day (see sample below)

Have you had fever above 100.4 in the last 24 hours?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Are you exhibiting any of these symptoms? Fever, chills, shortness of breath, difficulty breathing, worsening cough, sore throat, diarrhea, nausea, vomiting, headache or loss of taste or smell	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is anyone in your household experiencing any of these symptoms? Fever, chills, shortness of breath, difficulty breathing, worsening cough, sore throat, diarrhea, nausea, vomiting, headache or loss of taste or smell	<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you been in close contact in the last 14 days with someone diagnosed with COVID-19?	<input type="radio"/> Yes <input checked="" type="radio"/> No

- More information on how to complete this COVID Response Form will be sent at a later date

SCHOOL ARRIVAL

Arrival 7:30AM-8:15AM

- Drive thru drop-off using the one-way drive around the campus
- Students in K4-5th will enter through the Learning Center Entrance (known as Early Drop-off Area in years past) while all others remain in the vehicle
- Health Screening completed through Family Portal by families prior to entry
- Touchless temperature check before entry
- Students go directly to classrooms
- Students wear masks while in transition

If arriving after 8:15, please have your student(s) enter through the front entrance by the elementary office.

SCHOOL DISMISSAL

Dismissal 3:00PM-3:30PM

- Drive thru pick-up using the one way drive around the campus
- One lane for loading and one lane for thru traffic
- K4-1st Grade use Flag Pole exit
- 2nd-5th Grade use Learning Center exit
- Students remain in classrooms until called for pick-up

If you are needing to pick your student(s) up before our regular dismissal time, please notify the office. Call the office again when you arrive and we will bring your student(s) out to you.

AFTER-SCHOOL CARE

After-School Care 3:30PM-6:00PM

- Available for an additional fee
- Temperature check for all students entering ASC
- Students will be supervised in small groups in separate areas to help eliminate exposure
- All snacks and drinks will be brought from home
- Drive thru pick-up
- Learning Center exit

OFFICE HOURS

8:00AM-4:00PM

- Financial transactions will primarily be conducted online through FACTS
- Available by phone or email for questions or concerns
- In-person visits may be scheduled by appointment
- Health Screening and temperature checks for all entering the building

PE & RECESS

- PE & Recess will be held daily, outside when the weather permits
- PE will consist of 30 minutes of exercises and organized play
- Recess will consist of 15-20 minutes of time for free play with classmates
- If the gym or field needs to be shared between classes, the classes will be kept separate as to limit possible exposure between classes
- Hand sanitizing will occur before and after PE & Recess
- Equipment used will be sanitized between classes
- Gym restrooms will be for emergency use only and sanitized between classes if used
- PE & Recess will be monitored by a support staff member, not the classroom teacher

CLASSROOMS

- K4-5th Grade will be self-contained with one academic teacher
- Students will not rotate classrooms
- Limited class sizes
- Seating distanced as able, given age group and space available
- Masks may be worn, but not required except for communal reciting and singing
- Mask wearing will be encouraged if a student is experiencing allergy symptoms like sneezing and coughing
- LCA is in the process of purchasing air purifiers with a HEPA filter and a UV-C light to help with air sterilization
- Classroom activities will be held outside when possible

LUNCH

- Lunches will be eaten in the classroom
- Lunches will be brought from home each day
- Hot Lunch will NOT be provided this school year
- Microwaves will not be available for heating lunch items
- Lunch will be monitored by a support staff member, not the classroom teacher
- Classes will have 25-30 minutes to eat, followed by a 15-20 minute recess, outside when weather permits
- Lunch visitors are asked to make an appointment with the classroom teacher or the front office at least a day in advance so accommodations can be made
- Health Screening with a temperature check for all visitors

LARGE GROUP GATHERINGS

All large group gatherings will be on hold until safety protocols can be determined:

- Programs
- Sports
- Chapels
- Pep Rallies
- Field Trips

DAILY CLEANING ROUTINE

During school hours:

- LCA is in the process of purchasing air purifiers with a HEPA filter and a UV-C light for the classrooms and office area to help with air sterilization
- High-touch surfaces sanitized multiple times per day
- Restrooms sanitized multiple times per day
- Water Bottle Filling Stations sanitized multiple times per day
- Students will help sanitize desks before and after lunch, as well as, sanitize their desk and chair at the end of day
- PE & Recess equipment sanitized between classes
- Classroom trash emptied after lunch
- Centers and play stations will be sanitized daily

DAILY CLEANING ROUTINE

After school hours:

- Classroom surfaces thoroughly wiped down
- Restrooms thoroughly sanitized
- High-touch surfaces thoroughly sanitized
- Classroom floors vacuumed/swept
- Classroom floors steam cleaned/mopped as needed
- Trash collected and liners replaced

All hours:

- LCA is looking into purchasing UV-C lights for the a/c units to help with air sterilization throughout the buildings

PERSONAL PROTECTIVE EQUIPMENT

- Hand sanitizer will be available in all areas
- Students are allowed and encouraged to bring their own sanitizer for personal use, not to be shared
- Masks will be required during transition times outside of the classroom
- Masks will not be required in the classroom except for communal reciting/singing
- Masks will not be required, but allowed, during outside activities
- Masks should be plain in design, without distracting characters, images, or wording
- Each student will be provided a mask lanyard to help keep track of mask when not in use

RESTROOMS

- Restroom facilities will be assigned per grade level
- Only 2 classes will share the same facility
- Only 1 person at a time will be allowed in the restroom
- Hand washing will be mandatory, as well as, instructed by the classroom teacher upon return to campus
- Restrooms will be sanitized multiple times per day

WATER FOUNTAINS

- Fountains will be turned off
- Water bottle filling stations will be available
- Students are to bring personal water bottles
- Refilling will be monitored by a staff member
- Refilling stations will be sanitized multiple times a day
- Students will be allowed, and encouraged, to take water bottles to PE and Recess
- Students may bring extra water bottles, if desired

TEXTBOOKS, MATERIALS & SUPPLIES

- Students will have personal work texts and textbooks
- Space will be provided for students to store personal school supplies
- Personal math manipulatives have been purchased for students in K4-5th Grade
- Students will sanitize hands before and after sharing materials or equipment
- Any shared materials will be sanitized after use

EXPOSURE PLAN

- Quarantine decisions will be made on a case-by-case basis by the LCA Administration and The Hills Church Transition Team
- A 14-day quarantine will be required for any staff or student with a significant COVID-19 exposure
- An entire class(es) will be quarantine, if deemed necessary
- If the teacher is physically able to conduct virtual teaching, class will resume online during quarantine
- If the teacher is physically unable to teach during quarantine, another staff member or substitute, if available, will continue instruction until the teacher is able to return to teaching

POSITIVE CASE PLAN

- A 14-day quarantine will be required for any staff or student with a positive COVID-19 test, or that has a household member with a positive COVID-19 test
- Entire class(es) will be quarantined, if deemed necessary
- A negative COVID-19 test will be required prior to returning to campus
- If the teacher is physically able to conduct virtual teaching, class will resume online during quarantine

If the teacher is physically unable to teach during quarantine, another staff member or substitute, if available, will continue instruction until the teacher is able to return to teaching

MULTIPLE POSITIVE CASES

- This will likely require a return to Virtual Learning for a period of time
- There may be a need to pivot multiple times between Virtual Instruction and On-Campus Instruction throughout this school year
- Pivot decisions will be determined by The Hills Church Transition Team and the LCA Administration

CONTINUAL MITIGATION

- The LCA Administration will continue to regularly meet with The Hills Church Transition Team
- We will continually be assessing our policies and procedures for effectiveness
- Adjustments to policies and procedures will be made as needed
- LCA may need to pivot back to Virtual Instruction if there is a vast influx in the community positivity rate and hospitalizations