



20-21 RETURN TO CAMPUS PLAN

As always, LCA is committed to providing a safe and healthy environment for students, employees, parents, and guests. Children are looking to the adults in their lives to let them know how they should be feeling about things. As much as possible, parents are encouraged to be a non-anxious presence in their children's lives, communicating their confidence in God's sovereignty, His care, the partnership with trusted teachers/leaders at LCA, and their children's ability to implement healthy hygiene habits.

This Return to Campus plan was formulated by a *formal* Task Force consisting of various LCA team members in conjunction with counsel received from several LCA parents in the medical and science field as *informal* task force members. Further included in the formulation process, was the thorough review of recommendations from the [Centers for Disease Control and Prevention](#) (CDC), [Georgia Department of Health](#) (DPH), the [American Academy of Pediatrics](#), federal [Occupational Safety and Health Administration](#) (OSHA) standards related to COVID-19, Georgia Governor Brian Kemp's [executive orders](#), and ***within the specific context of LCA as a small, private school in Walton County.***

We recognize that through the implementation of coordinated efforts, we can greatly reduce, not eliminate, the risk of COVID-19 transmission in our community. Our team will continue to assess updated releases of guidelines and will modify any component of this plan as needed and based on best practice for LCA.

You will note that this plan strives to balance mitigation strategies with the known benefits of children experiencing in-person learning at school. For students who are immunocompromised or live with someone who is, the desire is to foster a distance learning experience that keeps them connected to the LCA community through live instruction and class participation, knowing that at some point COVID will be behind us, and they can return to on-campus instruction.

*This plan will also be included as a temporary addendum to LCA's Parent Handbook and Employee Handbook. Until communicated otherwise, the rules and guidance of this PRP control to the extent that there is any inconsistency between it and the existing Parent or Employee Handbook. If you have any questions regarding current policies or procedures, please contact the appropriate leader noted on the final page the plan.

Return to Campus Plan Outline

The layout of this plan is designed to introduce the tiered levels of decision-making, a look at some of the most frequently asked questions, followed by a more comprehensive presentation of the policies and protocol developed to minimize the spread of the virus.

Tiered Levels of Operation

During the 2020-21 school year, LCA will operate under the following guidelines to help mitigate the spread of infectious illness in the school. These levels are predefined with concrete mitigation strategies according to the level of spread in our school community throughout the year. LCA will work with the DPH to continuously monitor cases of Covid-19 and exposure risks in our school.

Level Green: *Minimal to no spread.* Normal conditions, proceeding with caution.

Level Yellow: *Minimal to Moderate spread.* Enhanced mitigation strategies based on recommendations by the CDC, DPH, and DOE. ***LCA will be opening on August 12 under the strategies developed for level yellow.**

Level Red: *Severe spread.* School closure is either mandated by the State of Georgia, Department of Health, or a large number of cases within the school community. Implementation of full distance learning environment for PK-12, inclusive of daily live instruction by LCA teachers.

Learning Model Selection

On-Campus Learning

We are excited to welcome students back to LCA for a full, five days per week, on-campus learning model for those that choose. *Some* program modifications you may see will include the following: additional classrooms for student grouping, new transition protocols, new sanitization guidelines, and enhanced technology that will allow for synchronous learning.

Distance Learning

LS students will be participating in classroom teaching sessions via livestream each day, giving them the ability to ask a question and/or join in discussion. Sessions will also be recorded should there be a need for reference. Students will be responsible to stay on task and turn in all assignments on time. There may be times when a student may not be able to join in on a particular group assignment, but the teacher will make every effort to assist the student's learning and understanding of what is being taught. If this model is selected, the teacher will communicate all expectations through the online platforms of Seesaw (PK-2) and Google Classroom (grades 3-5).

LCA has expanded the allocation of Chromebooks to ensure that every 3-5 grade student now has access to checking out a device for the purpose of distance learning. There is no additional cost to the parent for this accommodation. In addition, the school will continue to utilize a number of digital tools for learning, engagement, and assessment.

US students will follow their published class schedule, logging in at the beginning of each class period to participate in live instruction. Students will be held to the same standard as those participating in on-campus instruction. The goal is for students to still feel connected with their teachers and peers while learning from home. It is the student and parents' responsibility to ensure that assignments are completed on time. If there is a concern about a student's performance, the teacher will reach out to the student and parent to make sure that everyone is on the same page. There may be certain assignments such as group projects where students that are participating in Distance Learning cannot participate. Teachers will make every effort to provide an opportunity for students to participate, but it may become necessary for the student doing distance learning to complete an alternate assignment.

Frequently Asked Questions

What are the symptoms of COVID-19?

As defined by the CDC, individuals with COVID-19 may have any of the following symptoms: cough, shortness of breath or difficulty breathing, fever, chills, fatigue, muscle or body aches, headache, sore throat, congestion or runny nose, new loss of taste or smell, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face, nausea or vomiting, and diarrhea. Signs and Symptoms typically appear 2-14 days after exposure to the virus.

What are my learning options for the fall, how long will my child remain in the selected option, and when must I notify the school of our back-to-school selection choice?

LCA is moving forward with the following two learning model options this fall: a full, five day per week, return to campus option or a full distance learning partnership.

Given the fluidity of conditions, information and recommendations, LCA has made the decision *not* to require a semester long, or even a 9-week long decision. Our selection period will run every 4-weeks. Unless personal/family health conditions change unexpectedly in the midst of that four-week period of time, parents are asked to select and commit to on-campus or distance-learning for that period.

Parents must submit their selection *for each child* for our first four weeks no later than Friday, July 24.

If Walton County public schools move to distance learning, is LCA required to do the same?

No. There are many factors that our public school counterpart must consider in their decision-making that do not impact our particular setting. Our return-to-campus plan has been created with our specific school community in mind, and unless mandated by local or state officials, we have every intention of offering on-campus learning for those families who select it.

Will my child's teacher be required to wear a mask?

No. However, the protection of our teachers is important to us. LCA will be purchasing a clear face shield for any faculty and staff member who desires one. This shield will provide protection for the teacher without inhibiting any student who may need to see the movement of the teacher's mouth during instruction.

If we choose the return to campus option, will my child be required to wear a face covering?

Unless mandated by local or state officials, **no.** LCA believes that this decision is best left to the discretion of the parent. If desired by the parent, please note that the onus for wearing the mask remains with the student. Teachers will not be able to appropriately monitor this.

Will my child's temperature be checked upon arrival at school?

Yes. LCA is asking parents to check the temperature of their children each morning before leaving home. In addition, teachers will be checking temperatures upon entry to the LS classroom or the US first class period.

Late check-in students will have temperature checks completed by the receptionist at sign-in.

What measures have been taken or will be taken to enhance a healthy environment at school?

- Pallets of 80% alcohol-based hand sanitizer have been purchased-received, along with 100 spray bottles that will be deployed to classrooms and offices around campus
- Foggers have been purchased-received to sanitize large common areas and/or transportation when needed
- Facilities is moving to an aggressive filter replacement plan for all HVAC units
- All restroom faucets will be converted to touchless
- All interior restroom doors will have arm handles installed to allow for a no hand-touch exit
- Water fountains will be turned off. Students will be encouraged to bring a refillable water bottle from home and touchless water bottle fillers will be installed across campus
- 150 hospital-grade UV disinfecting lights have been ordered and will be installed throughout the school campus, including high traffic areas such as hallways, upon arrival

How will my child's experience be impacted if:

- **His/her teacher is isolated due to suspected symptoms or a positive test result:**
Teachers who are personally experiencing illness will be isolated at home and a substitute teacher will be brought in.
- **His/her teacher is quarantined due to exposure or the receipt of an asymptomatic-positive test result:**
Teachers who aren't experiencing symptoms will maintain live instruction virtually. A proctor will be placed in the classroom to oversee student management for the duration of the quarantine period.

Will I be notified of my child's potential exposure to the virus?

Yes. Parents will be notified by LCA and potentially by the Department of Health. *It is worth noting that one of LCA's nurses, Mrs. Bruno, recently completed a Covid Contact Tracing course through Johns Hopkins University. Two protocol instances regarding *exposure* may be found later in this document.

Will LCA's attendance policy be adjusted in any way?

Yes. Our desire is to foster a healthy environment by allowing sick children to stay home. As such, we will no longer be issuing Perfect Attendance awards at the end of the year. In addition and as always, our teachers will work with students on any missed assignments due to extended absences resulting from illness.

Distance learning students will participate in attendance procedures.

Will lunch be served as usual?

No. We have made the decision to suspend the delivery of food from outside vendors for the first semester. Children will be asked to bring their lunch to school daily and for the initial start to the school year, they will be eating with their peers in the classroom, rather than the lunchroom. LS classrooms will be outfitted with a microwave. US students will travel to the lunchroom in small groups to warm up food as needed.

**If a student forgets his/her lunch, LCA will provide one at a nominal charge.*

Will my LS child still have recess?

Yes. We believe physical activity is important, especially in the midst of the stress created by COVID-19. While the playground equipment will be temporarily off-limits until a strong solution for accurate disinfecting between groups of children can be established, good old fashioned running, skipping, jumping, and playing in the field will be part of our LS students' daily routine.

Will athletics resume in the fall?

Yes. The LCA athletic department has been in consistent communication with GHSA throughout the summer and is working to develop protocol specific to athletics based on the most up to date recommendations from various organizations. Cameras will be installed on the football field and in the gymnasium to allow for live streaming of home contests.

If we select the distance learning model this semester, do we still need to notify the sick line of illness?

Yes. Regardless of the method of delivery, LCA maintains responsibility for every child enrolled. It will be especially important to notify the school of any of the aforementioned circumstances so that we can accurately track data and assist the local health department.

Will LCA's tuition/fees remain the same if a full distance learning model for PK-12 is enacted during the school year?

Yes. As is the case with every private school, LCA's annual budget is assembled based on enrollment contract commitments and consists primarily of fixed costs not associated with the location of the delivery of education (i.e. salaries, costs of association membership fees that allow for accreditation and academic/fine arts/athletic competition, technology investments, technology licenses, insurance, athletic uniforms, equipment, just to name a few). Unfortunately, none of these line items are reduced with a campus closure.

However, the school does realize a small savings in utility costs when the campus is physically closed. Last spring this savings was reallocated to families who found themselves with an unexpected financial hardship. We would implement that same reallocation plan if full distance learning became a necessity.

Will LCA work with families in need?

Yes. LCA has always viewed its mission as a partnership. Should a need arise, please contact the finance office. carols@lcalions.com

If circumstances dictate the need for LCA to move into a full distance learning model for all students, why should we remain enrolled?

The answer to this question lies in the reason you chose LCA to begin with: *to prepare your child academically, spiritually, and socially for God's call on their lives.* We believe that remaining enrolled at LCA even in a distance learning model is valuable for the following reasons:

- **Biblical Worldview:** LCA teachers are teaching live and/or facilitating dual-enrollment courses in a virtual setting.
- **Faculty-Led Instruction:** Although parents had to play a more active role in their children's distance learning education last spring, we do not expect our parents to be the primary instructors or "first-responders." Our degreed and experienced teachers are ultimately responsible for delivering LCA's biblically-integrated curriculum to ensure that your child continues to excel academically in a structured, engaging, Christ-centered remote learning environment through live and pre-recorded lessons. Live instruction will be part of every student's day.
- **The Comfort of Consistency:** There is no doubt that your family has had to adjust to a lot of changes in these last few months, with more to come. As an LCA Lion, your children would enter the DL model with the comfort of learning with the same classmates and teachers who value and know them well instead of having to assimilate to a completely unfamiliar school structure and new social circle.
- **Layers of Support:** Whether your child needs immediate tech support, extra help for a subject they're struggling in, or a school counselor/campus pastor to talk to, we are here for them and will make ourselves readily and easily accessible, because going above and beyond to serve in the name of Jesus is what we're all about. We also offer a variety of resources to support our parents, such as a full time communications team to keep you abreast of everything you need to know, a compassionate team of men/women in the finance office who will help you navigate the potential financial impact of Covid-19, or access to our campus pastor to help navigate the weight of uncertainty you may be experiencing. The entire LCA team stands ready to help your family weather the storm of COVID-19: financially, academically, spiritually, and socially.

Health and Safety

Hygiene

Public health officials recommend practicing good health habits every day to prevent and protect the population from the spread of any highly infectious disease or illness. LCA will be reminding individuals to do the following:

- Avoid close contact with people who are sick.
- Remain at home and away from others if you are sick.
- Cover your mouth and nose with a tissue or sleeve when sneezing or coughing. Tissues should be disposed of properly in provided trash receptacles followed by washing or sanitizing hands immediately. Respiratory etiquette signage will be displayed throughout the school.
- Wash hands frequently to best mitigate the spread of illness. If soap and water is not available, 60% alcohol-based hand sanitizer may be used.
- Avoid touching the eyes, nose, or mouth.
- Receive a flu immunization per family physician counsel (LCA staff are encouraged to do so).
- Clean and disinfect surfaces in your home, get plenty of sleep, manage stress, and be physically active.
- Limit the sharing of classroom materials and workspaces between students, sanitizing as needed.

Face Coverings

At this time, face coverings are considered optional and left up to the discretion of each family and team member. Should face coverings be the desire of the family, the onus will be on the student to adhere to that desire. Teachers will not have the ability to monitor compliance.

CDC guidelines provide [general considerations for wearing and maintaining a face covering](#), including the following:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- The wearer does not have any difficulty breathing while wearing the covering
- The face covering can be tied or otherwise secured to prevent slipping

If face coverings are mandated by state or local officials, LCA will comply with the requirements of the mandate.

Cleaning, Disinfecting, and Ventilation

LCA uses CDC-approved, eco-friendly medical-grade disinfectants and has implemented updated cleaning, disinfecting, and ventilation practices. This includes routine cleaning and disinfecting throughout the high touch areas of campus during the day by our facilities team with deeper cleaning each evening by our contracted cleaning company.

All teachers will be sanitizing high touch surfaces in their classrooms throughout the day. US students will be disinfecting their desk surfaces before and after class with products supplied by the school.

In an effort to support the best air quality in each classroom, LCA has implemented an aggressive filter replacement schedule.

Physical Campus

Water Fountains

Any water fountain that has not been retro-fitted as a water bottle refilling station will be turned off. If desired, individuals should bring and use a refillable bottle labeled with the student's name.

Restrooms

All restroom sinks now have touchless faucets. In addition to hand dryers, paper towel dispensers have been added, and all restroom doors have an arm-pull installed to eliminate the need to touch the door handle.

Foggers

LCA has purchased foggers to be used for disinfecting large common areas throughout the campus.

Hand Sanitizing Stations

The number of dispensing stations has been increased across campus.

Physical Barriers

Physical barriers such as table dividers may be used to help increase distancing as needed in PK and K.

Protocol

Health Screenings

Before Arriving on Campus

The CDC recommends that anyone who is experiencing symptoms of COVID-19, has come in *contact with someone who has tested positive, or received a positive test result himself or herself should isolate at home, maintain social distancing, and self-monitor until 14-days from the last date of exposure. The school nurse should also be notified of the specific circumstance via the sickline email.

***[CDC currently defines](#) close contact as someone who was within six feet of an infected person for at least 15 minutes starting from 48-hours before illness onset until the time the patient is isolated.**

Parents should take their children's temperature each morning before leaving and keep their child home if they have a temperature of 100° Fahrenheit or above. LCA team members will follow this same protocol.

Arrival on Campus: Students and Faculty/Staff

In addition, student temperatures will be checked by teachers upon arrival. Faculty/staff temperature checks will also be performed upon arrival to school. Any individual with an elevated temperature (above 100) or that appears to be ill will be sent to the clinic.

Arrival on Campus: Parents, Guests

Parents and guests arriving on campus for a scheduled appointment are asked to sanitize their hands upon entering the building. They will have their temperature checked before signing in. The sign-in process now also includes acknowledgement of no COVID-19 symptoms.

Late Student Check-Ins

Students who arrive after the start of school will sign-in through their respective school receptionist and have their temperature checked before being released to class.

Condition and Return to School

DPH recommends a time-based return to school strategy that is based on the person's health status and in context of local circumstances. As such, LCA will implement the following protocol, dependent on specific scenarios.

SYMPTOMATIC

- **Becoming *symptomatic* on Campus**

If a student or faculty/staff member is sick or experiencing symptoms during the school day, he/she will be sent to the clinic for evaluation.

- ***Symptomatic* persons with either a confirmed COVID-19 test result or symptoms of COVID-19 may return to school after:**

- At least 10 days have passed since symptoms first appeared **AND**
- At least 3 days (72 hours) have passed since recovery as defined by being fever-free (including no chills, muscle or body aches) without fever-reducing medications and improvement of other symptoms

*Suspected symptoms are defined as cough, shortness of breath or difficulty breathing, fever, chills, fatigue, muscle or body aches, headache, sore throat, congestion or runny nose, new loss of taste or smell, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face, nausea or vomiting, and diarrhea.

ASYMPTOMATIC

- ***Asymptomatic* persons with a confirmed COVID-19 test result may return to school after:**

- At least 10-days have passed since the positive test result and the person remains asymptomatic. (If positive-asymptomatic persons develop symptoms, he/she should follow the symptomatic protocol.)

- ***Asymptomatic* persons who have known exposure to a person with COVID-19 may choose to quarantine or may choose to return to school at their discretion but preferably under the advisement of their physician. Parents will make this decision for their children. Team members will make this decision for themselves.**

- **If DPH contacts a parent or team member to inform them of exposure, he/she must follow the guidance given to them.
- DPH guidance may be found here: <https://deph.georgia.gov/contract>

Procedures

Morning Carpool: Drop-off

Morning carpool schedules will remain the same for the 2020–21 school year. All students must be dropped off through the carpool line. Unless a parent has a scheduled appointment, he/she will not be permitted to walk to a modular classroom or enter a building beyond the receptionist's office.

***LCA is such a relational environment. As such, we realize that this will be one of the most difficult policies for our LS families to adjust to. We will have a number of additional team members on hand to help and/or comfort our littlest Lions and/or their parents through the morning drop-off protocol during the first weeks of school.*

Afternoon Carpool: Pickup

Afternoon carpool schedules and procedures will remain the same in 2020-21. However, LS students will be released directly from their classrooms to the pick up line rather than assembling in the LS lunchroom. We appreciate everyone's patience as new health and safety protocols may extend the duration of carpool.

Athletic Practice, Fine Arts Rehearsals, and/or Beyond the Bell: Student Pick Up

Parents are to remain in cars. LS students will be escorted by the coach or teacher to the parent's vehicle. US students will be released to their parent's vehicle.

Environment

Limited Building Access

Outside Vendors-Lunch

The following protocols are in place for first semester and are subject to extension into second semester should the need arise:

- Lunch service provided by outside vendors will be suspended. Students will be asked to pack a personal lunch daily. In a true emergency, lunch will be provided by LCA. However, any pattern of forgotten lunches will be addressed.
- Students will be eating in classrooms until social distancing measures in lunchrooms may be safely attained.

Parents/Guests

- Attendance of guests during lunch will be suspended first semester.
- Unless arriving for a scheduled meeting, parents, guests, or vendors will not be allowed beyond the reception office.

Classrooms - Halls

Desks will be spread as far apart as feasible for each classroom. Wherever possible, individuals will maintain the recommended six-feet of physical distance.

The LS will implement cohorts of students and teachers. A cohort is designed to minimize crossover among children and adults within the school, limiting exposure to varying groups of people. Additional measures will be considered for best practices when large groups are in transition.

US will take appropriate measures to ensure best practices for large groups in transition.

Recess

While the playground will be temporarily off-limits until a strong solution for accurate disinfecting between groups of children can be established, good old fashioned running, skipping, jumping, and playing in the field will be part of our LS students' routine.

Programs - Events

Chapel

Lower School chapel will be pre-recorded and shown in classrooms as well as to our distance learning students on Thursday mornings. Upper School chapel will be livestreamed to classrooms as well as to our distance learning students.

Athletics

The athletic department has been in consistent contact with GHSA throughout the summer and is working to develop protocol specific to athletics based on the most up to date recommendations from various athletic organizations. Additional information will be sent to parents of athletes closer to the start of the school year.

Before and After School Childcare

Parents who utilize these programs will receive communication specific to protocol closer to the start of the school year.

Conference Days

First semester parent conferences will be conducted virtually.

Travel and Field Trips

All LCA community members are asked to limit non-essential travel and follow the recommended travel advisories provided by the CDC and the Department of Health.

First semester field trips and camps will be suspended.

Launch: General Supply Drop-Off

Each year students are asked to provide a specific item for broad school deployment, i.e. paper towels, hand sanitizer, clorox wipes, etc. Obviously these items are in high demand but needed more than ever. Parents are encouraged to make these purchases as soon as possible. The closer we get to August 12, the more difficult it may be to find them. These items are typically dropped off the evening of *Launch*. Additional details will be provided about that event in the coming weeks.

Students are encouraged to keep *personal* hand sanitizer (and/or travel clorox wipes) in their bookbag, desk, or locker throughout the year.

**The FDA recently issued a recall of hand sanitizer manufactured by Eskbiochem:

<https://www.fda.gov/drugs/drug-safety-and-availability/fda-advises-consumers-not-use-hand-sanitizer-products-manufactured-eskbiochem>



LOGANVILLE
CHRISTIAN ACADEMY

Pandemic Task Force



Christy Monda, Administrator
Contact with questions or feedback regarding the overall school plan and policies.



Amy McCaulley, LS Principal
Contact with questions or feedback regarding the return to campus plan as it relates to LS.



Rachel Ernst, US Principal
Contact with questions or feedback regarding the return to campus plan as it relates to US.



Andrew Kell, Athletic Director
Contact with questions or feedback regarding the return to campus plan as it relates to athletics.



Holly Godfrey, Director of Informational Technology
Contact with questions about student devices.



Holly Reece, Director of Communications
Contact with questions or feedback regarding the Annual Fund and any school communications.



Stephanie Bruno, RN
Contact with any questions pertaining to the health policies or protocol.



LeighAnne Carruthers, RN
Contact with any questions pertaining to the health policies or protocol.



Matt Watkins, Director of Facilities
Contact with any questions regarding the cleaning and disinfecting of the campus.



Doug Monda, CFO
Contact with questions or feedback about tuition assistance or financial planning.



Sarah Teffertiller, Director of Admissions
Contact with questions about enrollment or the referral program.



Mark Davis, Campus Pastor
Contact with questions about any need for spiritual or social support for your child related to COVID-19.