



2020-21 Back-to-School Plan September 14, 2020

The Back-to-School Plan outlined below is based on a “Healthy Only” framework for reopening Legacy Christian Academy (LCA). This framework requires parents and employees to ensure that **only healthy individuals are entering the campus**. A “Healthy Only” framework provides the greatest level of “normalcy” but depends on students and employees to remain at home if they display any flu-like symptoms or have been in contact with others who are symptomatic.

For the last several months, the LCA Taskforce, comprised of a board member, administration, faculty, staff, and parents, has been engaged in research, consultation, and discussion with various officials, experts, and LCA stakeholders on the question of how to reopen the school. **We believe that a reasonable and safe approach is contained in this plan that will allow us to begin school on the regularly scheduled August 13 date with students on campus full time.** In addition to starting on August 13 with students on campus full time, we do not plan to make any changes to the school calendar at this time. This plan has taken into account the best interest of our students while balancing that with the best interest of the broader community, including their families and our faculty and staff.

The American Academy of Pediatrics (AAP) has recently published guidance for the reopening of schools. A few key ideas from their report:

- “The AAP strongly advocates that all policy considerations for the coming school year should start with the goal of having students physically present in school.”
- “No child or adolescents should be excluded from school unless required in order to adhere to local public health mandates or because of unique medical needs.”
- “Policies (school) should be practical, feasible, and appropriate for a child and adolescent’s developmental stage.”
- “School policies must be flexible and nimble in responding to new information, and administrators must be willing to refine approaches when specific policies are not working.”
- “Although many questions remain, the preponderance of evidence indicates that children and adolescents are less likely to be symptomatic and less likely to have severe disease resulting from SARS-CoV-2 infection. In addition, children may be less likely to become infected and to spread infection. Policies to mitigate the spread of COVID-19 within schools must be balanced with the known harms to children, adolescents, families, and the community by keeping children at home.”
- “There is a conflict between optimal academic and social/emotional learning in schools and strict adherence to current physical distancing guidelines.”

We know that students are not a high-risk demographic if they are exposed to the coronavirus. However, about 20% of our faculty and staff are at high risk or have an immediate family member who is at high risk. It is our

responsibility to provide a safe work environment for them. We suspect that a similar percentage holds for students' families.

With these principles in mind, the following plan represents the mitigation strategies that LCA will have in place beginning August 13 when students return to school. **This plan is not exhaustive and does not address every aspect of the school day. Additionally, this plan may change as we evaluate positive or negative changes to the outbreak.** While the school will be extremely vigilant on enforcement and ask for the cooperation of all students and families, there can be no guarantees that complete mitigation of risk will take place. The virus is not going away any time soon, so this is LCA's plan to continue the vital work of Christian education in an environment that recognizes the real need for precautions.

The school facilities will receive increased levels of cleaning and sanitizing, as well as increased containment of groupings of students for the purposes of contact tracing, which may be required at any time during the school year. However, the disruption to typical classroom routines will be minimized to the greatest extent possible in order to support student and staff socio-emotional health, as well as best-practices of instruction.

LCA's Back-to-School Plan will be implemented with the understanding that LCA will be in compliance with the requirements set forth by the Greene County Public Health (GCPH) Department.

Plan Item	Protocols
<p>Screening</p>	<p>All students, faculty, staff, and volunteers must self-screen, with the help of parents or a caregiver, when appropriate, before leaving home each school day for the following symptoms.</p> <p>A person shall not come to school under any circumstances if he/she displays any one of the following symptoms:</p> <ul style="list-style-type: none"> • A body temperature of 100.4°F or higher any time in the previous 24 hours • Sore throat, not related to allergies or other known condition • New, uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline) • Diarrhea, vomiting, or abdominal pain • New onset of severe headache, especially with a fever <p>Or has been exposed/had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19</p> <p>Any person determined by a staff person to meet these criteria during the school day will be immediately sent home or placed in a designated isolation area at school until they are taken home. It is required that parents make immediate arrangements for the pick-up of a child presenting any of these symptoms.</p> <p>ALL students who return to school, regardless of illness, must report to the nurse for screening prior to attending class.</p> <p>Students/staff who have only a fever and no other symptoms and have not had any contact with an individual who has COVID-19 may return to school after being fever-free for 24 hours without using any fever-reducing medications.</p>

	Any other illness should be handled in the routine manner as prescribed in the LCA Parent Student Handbook.
Drop-off and Pick-up	<p>Morning Drop-off:</p> <ul style="list-style-type: none"> • Student early drop-off begins at 7:15 a.m. at designated areas <ul style="list-style-type: none"> ○ PreK-6th grade – North Lincoln Front door – enter directly into Mr. Colaner’s classroom. ○ 7th – 12th grade - Auditorium • Students arriving beginning at 7:45 a.m. will enter the buildings at designated doors as follows: <ul style="list-style-type: none"> ○ PreK – 1st grade – North Lincoln side doors (facing Auditorium) ○ 2nd – 6th grade – North Lincoln front doors ○ 7th – 8th grade – North Barnett doors (facing Lincoln) ○ 9th – 12th grade – South Lincoln front doors (main entrance) • Students arriving after 8:00 a.m. are to be dropped off at the South Lincoln (main entrance) front doors and should check in at the Main Office before going to class. <p>Mid-Day Check Out/In:</p> <ul style="list-style-type: none"> • Parent/guardian will call the Main Office to request their child to check out/in. The student will be released for check-out when the parent is visible outside the Main Office. • Student must check out/in through the Main Office. <p>Afternoon Pick-up:</p> <ul style="list-style-type: none"> • All students should depart campus, except for those with an after-school activity, within 15 minutes of the end of the school day.
Parents, Visitors and Volunteers	<ul style="list-style-type: none"> • LCA will endeavor to minimize visitor and parent traffic in the school buildings • All parents, visitors, and volunteers, who will be in the building or on school grounds for more than 15 minutes, will be screened prior to entering the building. • All parents, visitors, and volunteers will be required to wear a mask upon entering the building. • After the first day of classes, parents are not encouraged to enter the building during drop-off or pick-up, unless the student requires assistance (physical or emotional). •

Classroom	<ul style="list-style-type: none"> • Classroom seating arranged in such a way as to allow the maximum amount of safety considerations possible. • When possible, the sharing of supplies among students will be avoided. When supplies are shared, they will be disinfected between uses. • Six feet of distancing between students will be maintained when at all possible. The nature of the teacher to student relationship makes absolute adherence to this impractical, and perhaps undesirable. However, teachers will use common sense when applying distancing practices between themselves and their students. • Students will be encouraged to maintain distancing at appropriate times. However, the recommendations from the AAP indicate that this is not only impractical to maintain at all times but also undesirable since it affects important social interactions for students. • Teachers are encouraged to open windows or move class outside, depending on weather and curriculum. • Desks, tops of chairs and high touch points will be disinfected at least once per day. • Shared computers will be disinfected between uses; older students may assist in this effort. • Students will be encouraged to use hand sanitizer upon entry and re-entry into classroom throughout the day. • Students will be reminded to wash hands frequently including: after bathroom use, before and after lunch, before and after recess.
Athletics	<ul style="list-style-type: none"> • LCA will comply with all mandates issued by the Ohio Department of Health and Human Services, OHSA, and Greene County Public Health. • Please review the Legacy Christian Academy Athletic Plan for specific details.
Cafeteria	<p>LCA will continue to provide lunch service daily. Current considerations are as follows:</p> <ul style="list-style-type: none"> • Lunch times will be added to reduce the number of students in the cafeteria. • Minimize self-serve stations • Seating in the cafeteria will be arranged to allow for greater physical distancing and to avoid students sitting directly across from one another. • Additional outdoor seating will be available for JH/HS students to utilize, weather permitting. • Tables and chairs are cleaned and sanitized between each lunch group.
Chapel / Assemblies	<ul style="list-style-type: none"> • Students will have assigned seating by class in the Auditorium that will allow for 6' of distancing. • Other large group assemblies will be limited or be done through virtual technology.
Cleaning and Sanitizing Practices	<ul style="list-style-type: none"> • All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels. • Common areas including the cafeteria will be cleaned & sanitized by

	<p>custodial staff throughout the day with disinfectants labeled for use against SARS-CoV-2, paying particular attention to high touch surfaces like door handles, desks, and shared materials.</p> <ul style="list-style-type: none"> • Evening janitorial staff will be responsible for cleaning and disinfecting the entire facility. • Interior doors will be propped open during class changeovers, and whenever else it is practical to avoid significant touching by multiple people. • Additional hand sanitizing stations will be placed in hallways and other common areas.
<p>Drinking Fountains</p>	<ul style="list-style-type: none"> • Touchless water bottle filling stations will be operational on the drinking fountains. • Bubblers on the drinking fountains will not be operational. • Students should bring their own water bottles labeled with their name. • Water fountains with water bottle filling stations will replace current fountains in the lower level of Lincoln, lower level of Barnett, and in the Auditorium lower lobby.
<p>Face Covering: Masking/Shielding</p>	<p>Per Ohio Department of Health (ODH), except as provided herein, all students (K-12), faculty, and staff, shall wear facial coverings in all school buildings from the time when they arrive at school, outside if they cannot maintain appropriate social distancing (early arrival included), until they leave campus for the day. This includes the following:</p> <ul style="list-style-type: none"> • Classrooms, offices • Transitions from class to class / building to building • Hall passes to lockers, office, restroom • Chapel / Roundtable • Waiting for and riding the school bus <p>Students will be allowed to un-mask during natural times of the day. For elementary students, in order to maintain mask hygiene, these times will include transition to/from each activity:</p> <ul style="list-style-type: none"> • Recess • Lunch and snack periods • Gym • Mask breaks <p>The mask must cover the nose, mouth, and chin with little to no gap. Students should make every attempt not to touch their masks throughout the day. Teachers will also allow for mask-breaks throughout the day while continuing to keep the safety of the students in mind.</p> <p>Any PreK-12 student visiting the school clinic will be required to wear a mask while in the school clinic.</p> <p>Exemptions. The requirement to wear a face covering does not apply when:</p> <ul style="list-style-type: none"> • The individual has a medical condition (respiratory conditions that restricts breathing, mental health conditions, or a disability that contraindicates the wearing of a facial covering)

	<ul style="list-style-type: none"> • The individual is communicating or seeking to communicate with someone who is hearing impaired or has another disability, where accommodation is appropriate or necessary • The individual is participating in outdoor recess and/or physical activity, athletic practice, scrimmage, or competition • The individual is seated and consuming food or beverage • Where students and staff can maintain distancing of at least six feet and removal of the facial covering is necessary for instructional purposes, including instruction in foreign language, English language for non-native speakers, or other subjects where wearing a facial covering would prohibit participation in normal classroom activities, such as playing an instrument • Students are able to maintain a distance of six feet or more and a mask break is deemed necessary by the educator • The individual is alone in an enclosed space, such as an office • When an established sincerely held religious requirement exists that does not permit a facial covering <p>Students who have documented health needs that make mask wearing difficult will be exempted from these policies; however, parental documentation must be submitted and will be kept in the student’s health record in the school nurse’s office</p> <p>Face shields are not an acceptable schoolwide substitute for facial coverings/masks. However, if an individual meets an exception, as listed above, a face shield is an option. A face shield should originate at the forehead with no gap, wrap around the sides of the face, and extend below the chin.</p> <p>LCA will provide all students a reusable cloth face mask. We recommend all students bring a fresh, clean mask with them to school each day, as well as a spare mask if needed.</p> <ul style="list-style-type: none"> • Appropriate instruction will be given to students so that no one is made to feel uncomfortable because they are required or not required to wear a face covering. Students will be taught to honor the decisions of other people. <p>Temporary clear barriers will be placed in school offices where physical distancing may be impractical.</p>
<p>Hand Hygiene</p>	<p>Regular hand washing and sanitizing are among the most effective ways to control viral spread. Students will have regular access to soap and water and alcohol-based hand sanitizers. Faculty, staff, and students must use the sanitizer provided by LCA and may not bring products from home to use while at school.</p> <ul style="list-style-type: none"> • All classrooms and common spaces will have hand sanitizer stations available to students and staff. Students will be encouraged to use them regularly. • Students will be expected to wash their hands before and after lunch, before and after recess, and after using the restroom. • Instruction and reminders on handwashing will be provided by staff. Signs, announcements, and other methods will be used to reinforce the importance of hand hygiene.

Recess	<p>Play is an essential component of a child’s development. The risk of viral spread is significantly lower outside. Therefore, recess will be taken with as little intervention as possible.</p> <ul style="list-style-type: none"> • Recess will be outdoors whenever the weather allows for it. • Distancing requirements will not be enforced, although the playground supervisors will apply common sense. • Students will be required to wash/sanitize hands before and after recess. • If used, recreational and sports equipment will be regularly cleaned and sanitized. • Playground will be regularly sanitized.
Choir/Band/Drama	<p>Performing arts education is an essential component of LCA’s curriculum. We will make every effort to provide performing arts instruction and, eventually, performances. Precautions will be implemented for band and drama as well. We anticipate that band and drama will necessitate less mitigation than choir.</p>
Library and Media	<p>School library resources will be available for checking out. The recommendation from Battelle research is that materials undergo a 72-hour quarantine prior to materials being recirculated.</p>
Field Trips	<p>Field trips will be dependent on transportation and venue availability.</p>
Transportation	<p>Local school districts will dictate policies for transporting students to and from school.</p>
Symptoms, Exposure, and Positive Test Protocol for Return to School	<ul style="list-style-type: none"> • Students/staff who have only a fever and no other symptoms and have not had any contact with an individual who has COVID-19 may return to school after being fever-free for 24 hours without using any fever-reducing medications. • Students/staff who test positive for COVID-19 must notify the school nurse and do the following before returning to school: <ul style="list-style-type: none"> ○ The positive individual will stay home from school until fever free without the use of medication for 24 hours, AND other symptoms are improving, AND 10 days since symptoms first appeared ○ If the positive individual is asymptomatic, the period of isolation starts from the test date and is 10 days in length • Students/staff exposed to someone who has tested positive for COVID-19 must notify the school nurse and remain out of school for 14 calendar days from the date of exposure. “Exposure” is defined as being within 6’ of an infected person for more than 15 minutes. Under this definition an entire classroom would likely not be considered exposed to an infected person. Exposure may be limited only to those in immediate proximity of an infected person. The school nurse and principal have the authority to determine whether a student or staff person has been exposed while at school. • ALL students returning to school MUST first be screened by the school nurse before attending class

	<ul style="list-style-type: none"> LCA will follow the GCPH Department guidelines and protocols when a student or staff person has tested positive for COVID-19.
COVID-19 Reporting	<p>LCA will follow GCPH and ODH requirements for reporting positive tests and/or cases of COVID-19</p> <ul style="list-style-type: none"> The LCA COVID-19 Coordinator is the school nurse, Ms. Chambers Within 24 hours of becoming aware of a positive case involving a student, teacher, staff member, or coach, the school will notify parents/guardians in writing and share as much information as possible without disclosing protected health information. Within 24 hours of becoming aware of a positive case involving a student, teacher, staff member, or coach, the school will notify GCPH and assist with contact tracing if needed.
Instructional Provisions for Those Out of School	<p>Standard protocol for make-up work for illness will be followed. Teachers will work on an individual basis with a student if he/she will be out of school for an extended period of time due to illness.</p>
Remote Instruction	<p>Should LCA need to “pivot” to remote instruction, protocols and practices to ensure a high level of engagement in learning will be in place to support remote instruction. A taskforce has been working all summer to prepare for this model in the event that it becomes necessary.</p>

LCA’s Back-to-School Plan was developed from the following resources:

- [Planning Guide for Ohio Schools and Districts](#)
- [COVID-19 Health and Prevention Guidance for Ohio K-12 Schools](#)
- [Greene County Public Schools 2020-21 “Common Agreements”](#)
- [Battelle Research on Library Materials](#)
- [American Academy of Pediatricians Guide to School Re-Entry](#)
- Back-to-School Plan – WCS
- Health & Safety Plan “A” – VCA
- Back to School Guidance for Greene County Schools, revised 20Aug2020.
([http://www.gcph.info/files/resources/Back to School Guidance-rev 8.11.20.pdf](http://www.gcph.info/files/resources/Back_to_School_Guidance-rev_8.11.20.pdf))
- Ohio Department of Health Director’s Order Requiring the Use of Facial Coverings in Child Education Settings, dated 13 Aug2020 (<https://coronavirus.ohio.gov/static/publicorders/DO-K-12-facial-coverings.pdf>)
- Ohio Department of Health: Use of Face Shields Not Appropriate Substitute for Masks, 15 Aug2020
(<https://odh.ohio.gov/wps/portal/gov/odh/media-center/odh-news-releases/face-shields-not-appropriate-substitute-for-masks#:~:text=COLUMBUS%20%E2%80%93%20As%20schools%20get%20ready,substitute%20for%20facial%20coverings%2Fmasks.&text=The%20mask%20or%20cloth%20face,with%20little%20to%20no%20gap.>)
- COVID-19 Health and Prevention Guidance for Ohio K-12 Schools, accessed 24Aug2020
(<https://coronavirus.ohio.gov/static/responsible/schools/K-12-Schools-Guidance.pdf>)
- CDC: Preparing K-12 School Administrators for a Safe Return to School in Fall of 2020, 1Aug2020
(<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/prepare-safe-return.html>)

- CDC: When You Can Be Around Others, 16Aug2020 (https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html)
- ODH: Director's Order Requiring Reporting and Notification Regarding COVID-19 Cases in Kindergarten through Twelfth Grade Schools (<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/resources/public-health-orders/public-health-orders>)