

# **PARENT/STUDENT HANDBOOK COVID-19 SUPPLEMENT**

*(in addition to, not in place of)*

## **Athletics:**

LCA is now a member school of the Ohio High School Athletic Association (OHSAA). As a member LCA is required to abide by the direction of the OHSAA. Our athletic director, assistant athletic director, coaches, and administration are prepared to implement appropriate or mandated protocols for the safety of our athletes, coaches, and fans.

## **Arrival and Dismissal of Students:**

Parents should remain in their cars during arrival and dismissal times.

Students should go directly to the classroom upon arrival without mingling in the hallways, at lockers or in other common areas.

Students should wash hands or use sanitizer upon arrival at school.

## **Bussing Transportation:**

Local school districts providing bussing transportation will dictate policies for transporting students to and from school. The CDC is currently requiring students to wear masks on public transportation including school busses.

## **Cleaning and Sanitizing Practices:**

Daily cleaning and sanitizing will take place with safe disinfectants paying particular attention to high touch surfaces like door handles, desks, etc.

All classrooms and common spaces will have access to cleaning supplies. Classrooms will be disinfected throughout the day as needed.

Restrooms will be cleaned periodically throughout the day.

Interior doors will be propped open whenever it is practical to avoid significant touching by multiple people and to aid proper air circulation.

## **Extended Care (morning and afternoon):**

Students will need to be pre-registered, and capacity will be limited.

Students in the same family may sit together, but others will maintain physical distancing. Students in extended care will be taken outside for fresh air and play when possible.

It is recommended that students bring their own play things to avoid sharing common items.

Ages: LCA students enrolled in Kindergarten through 5th grade will be eligible for Extended Care. Exceptions will be made for families who have elementary and middle school/high school students enrolled.

Drop off/Pick up: Parents dropping off students in the morning and/or picking up students in the afternoon must remain at the front office to sign students in or to sign them out. The students will be brought to meet the parent from the Extended Care location.

Fees: Fees are \$9.00 per session (morning session/afternoon session) per day per family. A late pick-up fee of \$30.00 for each half hour (beginning after 6:00 PM) will be charged to your account. The Extended Care billing month is from the first of the month to the end of the month. The final Extended Care billing of the school year will be billed by June 10th.

Hours: The morning session is 6:00 - 8:00 AM and the afternoon session is 3:30-6:00 PM.

Personal belongings: Each student will keep their belongings with them in their assigned seating area. Students are permitted to bring electronics for their personal use only.

Registration: Students using Extended Care must Pre-register for specific days and whether students will be attending the morning and/or afternoon sessions. No “drop-ins” will be allowed. Please note that registration will be limited to allow for proper social distancing.

Snacks: Students will have a snack time at the beginning of the afternoon Extended Care session. Students must bring their own snacks from home and there is no sharing of snacks. We recommend healthy pre-packaged snacks. Students will need to provide their own labeled water bottle that can be refilled at the refillable water station.

Visitors: Visitors will not be permitted into the Extended Care area.

Discipline: Discipline procedures in our Extended Care Program will follow the same standards stated in the handbook. It is the intent of Liberty Christian Academy to make Extended Care an enjoyable experience for your student. We appreciate your cooperation and look forward to a great year!

**Face Covering** (masking/shielding):

LCA is in close contact with the Licking County Health Department. Current advice includes highly recommending masks for students and staff, but they are not required. At this time, staff and parent choice is the key. The Health Department has indicated that they may recommend certain classrooms or school buildings should wear masks for a short period of time if there is active community spread within our school building. We will continue to keep you informed as cases are identified and spread occurs, just as we did last year.

LCA is “mask friendly”. Age appropriate instruction will be given to students so that no one is made to feel uncomfortable. Students will be taught to show kindness and respect for the decisions of other people.

**Food Service and Cafeteria:**

We will be using our cafeteria this year. Students will all be eating in the cafeteria or in the multipurpose room. Hot lunches will be served daily according to our regular operating plan.

**Hand Hygiene:**

Students will have regular access to soap and water and alcohol-based hand sanitizers.

All classrooms and common spaces will have hand sanitizer stations available.

Students will be expected to wash their hands or use hand sanitizer upon arrival, before and after lunch, before and after recess, and after using the restroom. Instruction and reminders on handwashing will be provided with signs and other methods used to reinforce the importance of hand hygiene.

**Physical/Social Distancing:**

Students will be encouraged to maintain distancing.

Students will be spaced in classrooms at the farthest distance possible. Please note that we are back to full capacity within our classrooms this year.

The sharing of supplies among students will be avoided. If supplies are shared, they will be sanitized between uses.

**Recess:**

Recess will be outside whenever the weather allows. It is important for students to dress appropriately for the weather conditions.

Students will remain with their classes and not intermingle on the playground area.

Classes will be assigned locations in the playground area and will rotate on a schedule.

Students will be required to wash/sanitize hands before and after recess. Any playground balls/equipment will be sanitized before and after use.

**Screening/Assessments:**

Student health must be assessed by parents or guardians before coming to school each day. A log sheet is provided by the Licking County Health Department. [Symptom Checker Log](#)

All school employees and volunteers must be assessed for symptoms each morning.

A person shall not come to school or remain at school under any circumstances if he/she displays any one of the following:

- A body temperature of 100.4 or higher any time in the previous 24 hours.

- Persistent cough
- Shortness of breath or difficulty breathing
- Nausea, vomiting or diarrhea
- Chills
- Loss of taste or smell

Or, any two of the following:

- Body ache
- Headache
- Sore throat
- Runny nose or congestion

Any person determined by a staff person to meet these criteria during the school day will be immediately sent home.

It is required that parents make arrangements for the child to be picked up from school within 30 minutes. It is wise to have a family member or friend on standby in case you are not able to get to school quickly.

**Symptoms, Exposure, and Positive Test Protocol for Return to School:**

Anyone exhibiting symptoms of COVID-19 should contact their medical provider as soon as possible and follow their provider's advice regarding treatments and testing.

A student or staff person who tests positive for COVID-19 must do the following before returning to school:

- Notify the school within 24 hours of a positive test.
- Remain out of school for at least 10 calendar days from the onset of symptoms, and
- Remain fever-free for 72 hours without the aid of fever-reducing medication, and
- Demonstrate improved respiratory function, and
- Receive clearance to return to school

A student or staff person exposed to someone who has tested positive for COVID-19 may be quarantined based on the current criteria in place by FCHD.

“Exposure” is defined as being within 6’ of an infected person for more than 15 minutes without a mask, a 3’ in a classroom setting with a mask. 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. Please note that the Licking County Health Department will make the final determination as to students that are required to quarantine.

The school nurse and principal have the authority to determine whether students or staff members have been exposed while at school and will provide this information to the Licking County Health Department, who will determine when a quarantine is required.

We will communicate with the Licking County Health Department (LCHD) when students or staff members have tested positive for COVID-19 and will fully cooperate with their guidance.

All isolation and quarantine periods should be followed in accordance with LCHD recommendations.

If a confirmed case of COVID-19 is identified, LCA will provide a list of close contacts to the Licking County Health Department. LCHD will follow up with all close contacts and provide each with a quarantine order when required. They will consider vaccination status and mask usage when making quarantine decisions.

Please note that guidance will continue to change as cases increase or decrease throughout the school year. LCA will remain in regular communication with the Licking County Health Department, and we will adapt as needed.

**References:**

[State of Ohio Guidance 2021-2022](#)

[Guidance for Licking County Schools](#)