

EDUCATE THE MIND ~ IGNITE THE SPIRIT ~ CHANGE THE WORLD



**LEGACY
CHRISTIAN
ACADEMY**

FALL 2020 REOPENING PLAN

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Dear LCA Families,

“Part of our responsibility as educators, administrators, and parents is to do all that we can to help our children in this difficult time. As we all know, there is no substitute for the attention and engagement that is only possible with in-person learning. We can mitigate the risks associated with COVID-19 for in-person school programs and prevent the significant consequences of keeping students out of school and isolated. It will take all of us working together to make this successful.” (Taken from the MA Department of Education website).

As I am sure you have heard many times by now, we are living in unprecedented times, navigating in uncharted waters. With that being said, LCA has made the decision to reopen using an in-house learning model. This decision was bathed in prayer, taking into consideration the recommendations of Governor Baker, the MA DESE, the American Academy of Pediatrics, and the results of our recent parent survey. Please note, however, that we may need to modify our plan with very little notice in the days and weeks to come, and will remain flexible and adaptive if the need arises.

The following pages outline the details of the three educational models, in-house, hybrid, and remote learning, that we have planned to accommodate our students during the various stages of the pandemic. Once you have reviewed this information, please don't hesitate to ask questions or voice your concerns.

Please know that regardless of the model we use, we will continue to teach our students to the best of our abilities, taking into consideration all three of these aspects: academic success, spiritual growth and the social-emotional well-being of our students.

Blessings,
Jan Fairhurst
Principal

“Be strong and courageous. Do not be afraid or terrified because of them, for the Lord your God goes with you; he will never leave you nor forsake you.”

Deuteronomy 31:6

Let my teaching fall like rain and my words descend like dew, like showers on new grass, like abundant rain on tender plants.
Deuteronomy 32:2

LCA's In-House Learning Plan

Beginning the first week of school, staff and faculty will seek to establish a culture of health and safety in our school that focuses on regularly enforcing the following important health and safety practices:

- Rigorous hygiene and handwashing (or hand sanitizing) according to the CDC's requirements, of both staff and students upon arrival to school/entering a classroom, before eating, before putting on and taking off masks, and before dismissal.
- Proper ventilation - windows will be open (weather permitting) and air recycling machines will be running in classrooms.
- At the end of every school day and as needed during the school day (3-4 times throughout the day), teachers and staff will disinfect their classrooms, including but not limited to: desktop/tabletop surfaces, chairs, doorknobs, cubbies/shelves, light switches, paper towel dispensers, waste containers, door handles/bars; office staff will disinfect bathroom counters, sink faucets and toilet seats and flush knobs frequently (after each use or once every hour) throughout the school day.
- Use of masks/face coverings for all staff, faculty, volunteers, visitors, and all students in grades 2-12; masks are encouraged but not required in grades K-1; frequent mask breaks will be given.
- Use of desk/table shields for all students in PreK to Grade 12.
- Students will be grouped in small groups (cohorts) and remain with the same group while in school.
- Physical distancing - a minimum of 3 feet between desks; all desks facing the same direction; 6 feet distancing whenever possible; 1 student in the bathroom whenever possible; limited students in one-way hallway - always 6 feet apart; rotating recess time; more outside time.
- Reducing interaction between groups.
- Two recesses each day for lower school - 30 minutes in the morning and 15 minutes in the afternoon.
- Some classes will be held outside when possible (i.e. small group reading class).
- Sharing supplies will not be allowed - each student will have their own supplies in their desk and/or in proper containers.
- Large group gatherings will take place virtually via Zoom meetings.
- Lunch will be eaten in classrooms.
- Use of a "medical isolation room" for students/staff who exhibit COVID-19 symptoms during the school day.
- Staying home when sick; checking for COVID-19 symptoms and taking student temperatures each morning before leaving home; staying home when one or more of symptoms is present and/or having a temperature above 99°F; staying home for 14 days when known exposure to COVID-19 in the household and being tested before returning to school.
- Protecting those most vulnerable to the disease.

We realize the importance of having chapel each week, and will plan small group chapels accordingly.

Little Legacy and Preschool Additional Information

- Student blankets and pillows for rest time may not be shared and will be sent home at the end of each week for washing.
- Toys will be cleaned and disinfected regularly throughout the day and at the end of each day.
- Students will be encouraged to maintain physical distance by classroom space modifications (such as chair and table spacing), using desk/table shields, making activity modifications, and participating in increased outdoor recess time.

LCA's Hybrid Learning Plan

In-house learning days will take place on Tuesdays, Wednesdays and Thursdays; Mondays and Fridays will be a remote learning day for Upper School, following the in-house class schedule. Lower School will have remote learning on Mondays and Fridays, using a combination of both synchronous and asynchronous instruction. Fridays will be a day of asynchronous instruction in the Lower School to allow for teacher preparation to ensure that students have everything they need for Lower School remote learning days. It is well accepted that children in Pre-K and under (Little Legacy) learn best by playing and interacting with their world. Due to their developmental age, children in PreK and under (Little Legacy) will participate in Circle Time and Read-Alouds during remote learning days. Additional activities to do at home will be suggested for Remote Learning days.

LCA's Remote Learning Plan

General:

Although we are going to do our best, it is understood that students learn best while engaging with each other face to face, using an in-house model. We cannot fully replicate an in-school experience while teaching remotely. Upper school students will follow the same class schedule as their in-house class schedule. Lower school students will follow a modified class schedule.

Teachers will:

- Take attendance at the beginning of each class session and require students to be visible to teachers during the entire class. Time will be provided throughout the day for socialization, lunch, and bathroom breaks.
- Provide academic resources to students and families, specific to learning goals of their classes, specialty area, or common core standard domain.
- Provide an academic framework to students and families which will allow students to continue making academic progress using the same class schedules as in-school sessions.
- Stay connected to students, their families, and colleagues on a regular basis.

Upper School Teacher Implementation of Instruction:

1. Teachers will provide students with a learning scaffold, with the associated materials and resources, that will allow students to continue to progress within the curriculum.
2. Teachers may present multi-day projects or daily assignments as appropriate to meet the intended outcomes of the course and the learning needs of the students. Multi-day

projects should include suggestions for students to scaffold and/or break into smaller, more manageable chunks.

3. Teachers will hold online group class sessions with each course using the same schedule as in-house class sessions. If possible, the teacher will record the session and make the recording available to the students in the class for later viewing if they are unable to attend. This session will include direct instruction, a check-in for questions and answers, a class discussion, presentations by students, etc.
4. Teachers will provide clear expectations for student participation/behavior during the class, i.e. classroom rules. Classroom rules remain the same as in-house classroom rules, i.e. raising your hand to speak, being respectful to one another, etc.
5. Students with special learning needs will continue to be provided with accommodations according to their I.E.P.s to the best of our ability.

Student Learning Expectations:

- In order to be marked present in class, students must be in attendance within 5 minutes of the beginning of the class, and cameras must be on at all times during the class.
- Students should be working on their school coursework daily as they would in school. Breaks will be included throughout the school day. It is expected that students maintain a daily schedule as if they are going to school in-house, i.e. be up and dressed, have a quiet, designated place to do school work, have necessary materials and come prepared to class, etc.
- Student projects and assignments should align with the curriculum normally utilized by the teacher, adapted for the purposes of remote learning. (For the purposes of this plan, remote learning includes all learning that takes place outside of school).
- Projects and assignments should allow a conscientious student to continue to make progress within the curriculum.

Upper School Student Learning Implementation:

1. Students should check their school email accounts daily/Google Classrooms daily.
2. Students should attend scheduled online meeting sessions (**or if absent, watch the recordings if available within two days**).
3. Students will be expected to complete work that is provided by their teachers and pass it in as requested (or at least once weekly).
4. Students should reach out to teachers to get support when needed as they should in all three models of learning.

Lower School Teacher Implementation of Instruction:

- Teachers should provide instructional videos, tools, and resources to support grade level content.
- Teachers should provide daily assignments or multi-day assignments/projects through parents' email, etc.
- Teachers will hold online group class sessions with each course using a shorter time schedule of in-house class sessions. *Due to the developmental age of lower school students, remote class schedules will be adjusted to 3 hours of instruction on remote learning days. In addition to direct instruction, sessions could take the form of a class check-in, a class discussion, presentations by students, or other connecting/learning experiences.

- Clear expectations for student behavior should be set before and during the session, and will also include the same expectations as in school classroom instruction times.
- Teachers should encourage the continuation of daily reading and mathematics fact fluency as is expected throughout the school year.
- Teachers should check in with their students (parents) to answer any questions or to clarify any confusion or misconceptions when requested.

Lower School Student Learning Expectations:

1. Students should be working on their school coursework daily as they would in school. Breaks will be included throughout the school day. It is expected that students maintain a daily schedule as if they are going to school in-house, i.e. be up and dressed, have a quiet, designated place to do school work, have necessary materials and come prepared to class, etc.
2. Students should complete work on a daily basis and turn it in once weekly.
3. Students should be continuing daily reading and mathematics fact fluency as is expected throughout the school year.
4. Students should explore online resources or at-home activities regularly, as promoted by their teachers.
5. Additional suggested activities may be assigned.

During meeting times, students should:

1. Keep microphones muted unless speaking.
2. Cameras should be on and students should be visible during classes.
3. Take turns and be careful not to interrupt others when speaking.
4. Do not record or photograph online meetings without consent from all participants.