

# Lighthouse Christian Academy

## Health & Safety Plan

1424 Yale Street  
 Santa Monica, CA 90404  
 (310) 829-2522

Updated: 3/10/21

Please direct all questions related to this plan to [admin@LCASaints.org](mailto:admin@LCASaints.org)

**Introduction:** Given the recent movement of LA County towards the red tier, it is the intent of LCA to transition to in-person instruction starting March 29, 2021. As part of this transition additions/changes have been made in response to current LA County, CDPH, and CDC guidelines. This updated plan will be posted on the LCA website.

Plan Item	Protocols
<b>Facility Sanitation</b>	<ul style="list-style-type: none"> <li>● Classrooms and offices will be cleaned and sanitized every day with products approved for use against COVID-19.</li> <li>● Teachers will sanitize high-contact hard surfaces during breaks. Classrooms will be provided bottles of spray disinfectants, paper towels, and additional hand sanitizer.</li> <li>● Students will sanitize their hands when entering any classroom or office.</li> <li>● All high-use areas outside will be cleaned by staff throughout the day following breaks and lunch.</li> <li>● Classroom ventilation will be increased via opening doors and windows, use of air conditioning fans or air-purifying devices.</li> <li>● There will be no sharing of non-disinfected personal items and students are strongly encouraged to clearly label all such items w/ their name.</li> <li>● Shared equipment in computer labs will be maintained with a protocol of surface cleaning between use.</li> <li>● Transport services will not be provided by the school at this time.</li> </ul>
<b>Spacing</b>	<ul style="list-style-type: none"> <li>● Classroom seating will be spaced to the maximum extent allowable. Unnecessary furniture in classrooms will be removed to maximize space.</li> <li>● Teachers will eliminate face-to-face seating to the greatest extent possible, including appropriate distance between students and the teacher during instruction.</li> <li>● Classrooms requiring the use of tables can use plexiglass barriers to separate student work spaces.</li> <li>● Plexiglass barriers can be used around teacher desks to provide an additional level of protection.</li> <li>● Teachers will maintain assigned seating with only periodic changes</li> </ul>

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	<p>each quarter or semester.</p> <ul style="list-style-type: none"><li>● Teachers will control classroom dismissal and use marked spacing requirements for classroom entry.</li><li>● Outdoor teaching spaces will be provided for classes to use whenever possible.</li><li>● There will be maximum seating requirements on all outdoor benches/tables.</li><li>● Students will not be permitted to eat in classrooms.</li><li>● Contact sports will not be permitted during Physical Education classes and recreational and sports equipment will be regularly cleaned and sanitized.</li><li>● High-risk staff will be offered a range of support including advanced PPE for the classroom, the opportunity to use outside teaching venues, or remote teaching options.</li><li>● Large group gatherings and events will not be allowed.</li><li>● CDPH guidelines for religious services will be followed.</li></ul>
<b>Face Coverings</b>	<ul style="list-style-type: none"><li>● Face coverings are required of staff, parents, students, and any on-campus visitors unless exempt for medical reasons.</li><li>● Face shields may be worn by those with medical reasons exempting them from wearing cloth face covers.</li><li>● Face coverings may be removed during meals and snacks while maintaining 6ft distance from others.</li><li>● Face coverings may be removed when outdoors if maintaining 6ft distance from others AND participating in a structured outdoor classroom, or permissible youth activities.</li><li>● Face coverings may NOT be removed during unstructured outdoor time.</li><li>● Students who arrive on campus without face coverings will be provided one by the school prior to entry.</li><li>● Students who will not or cannot wear face coverings will consider distance independent study.</li></ul>
<b>Health Screening</b>	<ul style="list-style-type: none"><li>● Temperatures of all persons (e.g., students, employees, parents) will be checked prior to entering the campus along with questions about symptoms and if anyone in their home is exhibiting COVID-19 symptoms.</li><li>● Staff and students will be monitored throughout the day for signs of COVID-19 symptoms.</li><li>● Parents and employees must complete a Waiver of Liability and Health Screening Agreement with required signatures releasing LCA</li></ul>

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	<p>of any liability in regard to Covid-19 and sign an agreement to only permit non-symptomatic persons to enter the campus.</p> <ul style="list-style-type: none"><li>● Parents must agree to keep all students home who display cold and flu-like symptoms, including all siblings.</li><li>● CDPH encourages all symptomatic students and staff to be tested immediately.</li><li>● Any student that exhibits a fever of 100+ or presents possible COVID-19 symptoms will be held in an isolated room and parents will be notified to pick up their child immediately.</li><li>● Any employee that exhibits a fever of 100+ or presents any possible COVID-19 symptoms will be directed to leave campus immediately.</li><li>● Sick staff members and students who <b>test positive</b> for COVID-19 or do not get tested for COVID-19 must not return to campus until they have met CDC criteria to discontinue home isolation, including at least 24 hours with no fever (without using fever-reducing medicine), symptoms have significantly improved, AND it has been at least 10 days since symptoms first appeared.</li><li>● Sick staff members and students who <b>test negative</b> for COVID-19 must not return to campus until symptoms have significantly improved and no fever for 24 hours (without using fever-reducing medicine).</li><li>● Quarantine will be 10 days for those who are exposed to those with confirmed COVID-19 symptoms or have tested positive.</li><li>● If a confirmed case of COVID-19 appears on the campus LCA administration will immediately notify the Public Health Department.</li><li>● The Public Health Department will be provided contact information for exposed students and staff.</li><li>● If a confirmed case of COVID-19 appears on the campus LCA administration will communicate with students, staff, and parents via email and text alerts about cases and exposures at the school consistent with FERPA and state and federal privacy requirements.</li><li>● Absences for students due to Health Screening restrictions will not be counted as school day absences.</li><li>● Protocols will be in place for teachers to accommodate student absences due to Health Screening restrictions.</li><li>● All guests, parents, and visitors are required to complete a health screening, have their temperature checked, and wear a face covering.</li><li>● Visitors to campus and class will be kept at a minimum and permanent staff will be used in place of temporary volunteers whenever possible.</li><li>● Up-to-date information on testing locations will be made available for</li></ul>
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	all families and staff to ensure access to rapid testing when needed.
<b>Instructional Toggling</b>	<ul style="list-style-type: none"> <li>● If a confirmed case of COVID-19 appears on the campus LCA administration will notify the Public Health Department immediately and assess in consultation with Public Health if it is necessary to close the cohort/area affected or the entire school for the time required to conduct a school-wide deep cleaning and allow for notification and increased monitoring of students in the affected cohort or area. Instruction will “toggle” to home-based learning during this time and not return without the approval of the local health officer.</li> <li>● Specific triggers to instructional toggling will include high community transmission rates and/or positive cases among staff and students (i.e. when multiple cohorts have cases or 5% of students and staff test positive within a 14-day period.)</li> <li>● Protocols and practices will be in place to ensure a high level of engagement in learning during toggled instruction including the school-wide use of Gradelink and Google Classroom.</li> <li>● Teachers will notify students and families regarding additional learning platforms that will be used during toggled instruction (e.g. Zoom, Google hangouts, Quizizz, Seesaw etc).</li> <li>● Parents must ensure that their student has the necessary learning device (e.g. laptop, iPad, etc) and internet access to accommodate toggled instruction. Parents should contact LCA if they need assistance in ensuring their student has what he or she needs.</li> </ul>
<b>Large Group Events</b>	<ul style="list-style-type: none"> <li>● Large group gatherings and events will not be allowed.</li> <li>● CDPH for religious services will be followed.</li> </ul>
<b>Lost and Found</b>	<ul style="list-style-type: none"> <li>● This year, it will be very important for all school items, including jackets and other items of clothing, to be labeled with the first and last name of the student.</li> </ul>
<b>Athletics</b>	<ul style="list-style-type: none"> <li>● All LCA athletics will be modified according to CDPH guidelines</li> <li>● Physical distancing between participants will be maintained along with a stable cohort that limits the risks of transmission.</li> <li>● Face coverings will be worn whenever physical distancing cannot be maintained.</li> <li>● Coaches will screen and take temperatures of all athletes at practices and any other participants.</li> <li>● Athletic activities will take place outside to the maximum extent practicable.</li> </ul>
<b>Independent</b>	<ul style="list-style-type: none"> <li>● For families who desire to stay enrolled at LCA but are not yet ready</li> </ul>

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<b>Study Alternative</b>	<p>to have their child participate physically on campus, an independent study alternative will be provided. Some of the governing guidelines for this program would be as follows:</p> <ul style="list-style-type: none"><li>○ Independent Study students would continue to be enrolled as a member in their grade level class but parents would agree to be their student's primary instructor including content delivery and assessment.</li><li>○ LCA would provide curriculum and guidance regarding pacing and due dates.</li><li>○ Parents would agree to work closely with a LCA Independent Study Coordinator in obtaining materials, answering questions, and receiving necessary support.</li><li>○ Parents would agree to a prescribed period of participation, likely a minimum of a quarter at a time. Switching in or out of the Independent Study Alternative outside of these periods would not be allowed.</li><li>○ If parents desire to switch their student from Independent Study to in-person classes at the prescribed times, they acknowledge that the in-class teacher is not responsible for any gaps in the student's content mastery.</li><li>○ Tuition for the Independent Study Alternative and in-school participation would be the same.</li></ul>
<b>Health and Safety Coordinator</b>	<ul style="list-style-type: none"><li>● One person will be designated as LCA's Health and Safety Coordinator. They will be responsible for the following:<ul style="list-style-type: none"><li>○ Training staff/student in proper workplace health practices and guidelines prior to the start of school and periodically throughout the year;</li><li>○ Isolating a student, staff member or visitor who develops symptoms while on campus, including notification of necessary family members for pick-up;</li><li>○ Following up on all students and staff who are affected by the Health Screening restrictions and ensuring that testing and return protocols are followed;</li><li>○ Reviewing of all screening, sanitation, and screening protocols to ensure they are being optimally implemented;</li><li>○ Coordinating with LCA administration and staff to develop accommodations for students and staff at higher risk of infection.</li></ul></li><li>● The Health and Safety Coordinator will provide training and education for all staff prior to the start of school using videos and a staff handbook. Training will include identifying and responding to medical emergencies. Throughout the school year they will provide continued</li></ul>

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	<p>guidance for ongoing appropriate health and safety practices.</p> <ul style="list-style-type: none"><li>● The Health and Safety Coordinator will provide parents with training and education via a parent handbook, videos, and email communications.</li><li>● The Health and Safety Coordinator will provide school-wide resources in the form of posters, handouts, videos and scripts to the teachers. Teachers will then use these resources to educate and train their students to maintain appropriate health and safety practices.</li><li>● Widespread Flu Vaccination and support of Public Health efforts will be encouraged among staff, students, and families via email communication and posters.</li></ul>
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