



Lubbock Christian School COVID-19 Response Plan

A. COMMUNICATION

Lubbock Christian School will communicate as thoroughly and effectively as possible for the purposes of providing resources for stakeholders to help identify appropriate preventative measures and to inform the community regarding LCS's plans in response to the COVID-19 outbreak.

- A COVID-19 Response Plan containing information regarding a thorough and detailed plan for remote instruction at all grade levels has been created and is accessible on the LCS website.
- Regular updates will be provided from the school for stakeholders via email and a list of resources for current information regarding COVID-19 will be provided on the LCS website.
- Families will be encouraged to communicate with the school for factual and current information regarding LCS's response to the COVID-19 pandemic in one of the following manners:
 - Email questions to covid19@lubbockchristian.org
 - Call the school Monday -Thursday from 10:00am – 2:00pm. (806-796-8700)
 - Email faculty and staff any time. (see [Staff Directory](#) on the LCS website)
 - LCS website [COVID-19](#) tab contains current information and resources for all stakeholders.
 - LCS controlled social media sites.

Lubbock Christian School is not responsible for information shared on “GroupMe” and other social media applications that are not school controlled. The most accurate and current information regarding Lubbock Christian School is found by contacting the school directly.

B. INSTRUCTION

Lubbock Christian School will provide instruction at every grade level. It is a priority of LCS to continue to provide an excellent educational program at all levels and to ensure the acquisition of credits needed at the secondary level.

- Teachers will verify that all students have reliable access to the internet. If individual students do not, please let administration know.
- Lessons will be designed using educational standards remaining on the scope and sequence for each subject and will be accessible through RenWeb.
- Teachers will be using some of the following remote instruction platforms:
 - **LMS Renweb:** a newly enabled feature on Renweb which allows access to daily lessons, instructions from teachers and standards being taught. [How to Access LMS](#)
 - **Microsoft Teams:** allows for a variety of educational tools like discussion blogs, direct communication, details on assignments, quizzes, etc. [How to Download Microsoft Office](#)
 - **ZOOM:** will be utilized for pre-recorded video lessons/messages for teachers and students [How to Access ZOOM](#)

- Teachers have a goal to create lessons no more than 30 minutes in length. Keep in mind that students will have to learn this new format and it could take more time than 30 minutes initially, especially since they are not in class to ask questions.
- The assignment calendar in RenWeb will be utilized to allow parents and students to view all assignments.
- Exams will be available via email and will be administered on the honor system. Projects may be assigned as an alternative to testing.
- Materials needing to be sent home with students will be placed in bags with each student's name on their bag. The bags will be available for pickup at designated locations and times. A schedule for pick up will be communicated by the LCS principals.
- We encourage everyone to have patience with yourself and your student as this is a new experience for all concerned.
- Teachers can be communicated with daily via email.

Feedback from stakeholders will be crucial as we navigate this new way of learning for our students. Please communicate with teachers and administration regularly to highlight any issues or challenges you are having with the online learning programs.

C. EXTRA-CURRICULAR AND CO-CURRICULAR ACTIVITIES

Lubbock Christian School will follow guidelines and recommendations from federal, state, and local health organizations regarding the suspension or cancellation of school functions. These will be considered and communicated on an individual basis.

TAPPS, our governing body for all extra and co-curricular activities, has suspended all interscholastic competition through April 12, 2020. [TAPPS COVID19 Updates](#)

D. CLEANING AND DISINFECTING

Lubbock Christian School has utilized every available resource to implement a campus-wide plan of continued cleaning and disinfecting. We will continue to promote safe/preventative practices among our employees, students, and families.

- LCS has stocked up on custodial supplies including cleaning and disinfecting chemicals and other supplies in preparation for increased risk due to COVID-19.
- LCS has utilized our chemical disinfecting mister to do routine germ treatments in high traffic and high contact areas of campus.
- LCS custodial and maintenance personnel has deep cleaned and disinfected high contact areas routinely including rest rooms and door handles and will be restocking the restrooms with paper goods and soap routinely.
- Additional hand sanitizing dispensers have been purchased and are installed in high traffic areas around campus.
- LCS has provided wipes and spray bottles in each classroom for teachers to wipe down desks, keyboards and mouse at the end of every day and during the day as they see needed. (If/when school resumes).

- LCS has provided disinfectant spray and towels for coaches to use in locker rooms and in the weight room. (If/when practices resume).

E. SCHOOL SAFETY MEASURES/PRECAUTIONS

When school is open for students, Lubbock Christian School will take every precaution and remain diligent and proactive in our approach to ensuring the safety and well-being of our school community. CDC and Health Department guidelines will be followed regarding hygiene and travel.

[CDC Recommendations for Prevention](#)

F. VISITORS TO CAMPUS

Lubbock Christian School will adhere to the following guidelines from the new guidance for licensed child care facilities provided by Texas Health and Human Services regarding the management of visitors to campus until further notice. [New Guidance for Licensed Child Care Facilities](#)

In addition to complying with Texas HHS we will also be adhering to the following guidelines:

- LCS prospective student campus visits will be postponed. Virtual campus visit options are currently being created.
- LCS shadow days will be postponed.
- LCS friend days may be postponed or canceled.
- The MVP (Most Valuable Parent) volunteer program will be suspended at this time. Please check the LCS calendar and email updates for information regarding additional events on LCS campus.

G. GUIDANCE COUNSELING

Lubbock Christian School will continue to provide guidance counseling and services for our older students in order to ensure the acquisition of credits and in preparation for graduation and post-secondary education.

- We are working on strategies to ensure all students will receive the credits they need to complete graduation requirements.
- Options are being considered for our 2020 graduation ceremony should we not be able to return to school this semester. We recognize that this is an important rite of passage for seniors and their families and will do our best to provide a meaningful ceremony of some kind.
- Diplomas have already been received and caps/gowns will be arriving soon.
- Most LCS seniors have been accepted at college/universities but may not have made decisions about where to attend. Most college campuses are closed, but admissions offices are available online and through email. If you have not applied and anticipate enrolling in a college in the fall, check the college website—most have online applications or printable ones that you can send by mail. Stay in contact with your admission representative for any updates to admission/housing/enrollment procedures.

- SAT and ACT have both adjusted their testing schedules. The March and May SAT test administrations have been canceled. At this time, the June 6th test date has not been canceled and College Board plans to provide additional testing opportunities as soon as feasible. Check for updates at www.collegeboard.org. ACT has moved the April 4th administration to June 13th. All who had registered for the April 4th test will receive an email with instructions for rescheduling to June 13th or future national test dates. Kaplan is offering a free month of SAT On Demand, study plans and a practice test for ACT. www.kaptest.com.
- South Plains College has notified us that our students enrolled in Spanish 1412 will resume their online dual credit class on Monday, March 30th. Be sure to check your SPC email and online submission platform for any updates from your instructor.
- The TAPPS state art/academic meet in Waco scheduled for March 30-April 1 has been postponed until after April 12. TAPPS is considering several options for the competition; most options will be an online format.
- Rita Pritchett (Guidance Counselor) will contact each family of 12th graders by phone for purposes of communicating plans and to answer any questions you may have.
- Rita Pritchett is also available via email at rpritchett@lubbockchristian.org.

H. COVID-19 SUPPLEMENTAL AND RELIEF PROGRAMS FOR FAMILIES

There are a number of emerging stimulus and relief programs to make funding available for people and businesses that have been impacted financially by the virus. Below are links to information about CARES (Caronavirus Aid, Relief, and Economic Security Act) and to the FFCRA (Families First Coronavirus Response Act).

LIST OF RESOURCES

Center for Disease Control	https://www.cdc.gov/coronavirus/
World Health Organization	https://www.who.int/emergencies/diseases/novel-coronavirus-2019
TAPPS	https://www.tapps.biz/covid19/
Texas Dept. of State Health Services	https://www.dshs.state.tx.us/news/updates.shtm#coronavirus (For a list of Texas counties with COVID-19)
President Trump's (3-16-20) Address	https://www.whitehouse.gov/articles/15-days-slow-spread/
City of Lubbock Health Department	https://ci.lubbock.tx.us/covid19 (Lubbock Case Count)
Business Leader Recommendations	https://dms1.businesswatchnetwork.com/
U.S. Chamber of Commerce	https://www.uschamber.com/coronavirus-response-toolkit COVID-19 Toolkit
New Legislation on Sick Leave & FMLA	https://home.treasury.gov/news/press-releases/sm952
Sick Leave & FMLA Poster	FFCRA Poster (Families First Coronavirus Response Act at a glance)
H.R. 6201 Summary	Families First Coronavirus Response Act