



MONTESSORI DE MANILA - DAVAO

Primary • Elementary Levels

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Learning Continuity Plan Part 2 for School Year 2022-2023

July 5, 2022

Dear Parents / Guardians,

Thank you for answering the initial Parents' Feedback Form that we released together with LCP Part 1 last February 18. Your responses helped us further tailor our plans, especially for the In-Person Learning Expansion Activity Period (I-LEAP).

Please see our updated plans for your child/ren. Again, kindly know that we are working with DepEd, DOH, DSWD, IATF, and the City of Davao; thus, these plans may still be improved over time.

I. LEARNING SET-UP AND OPENING OF CLASSES

Online Learning and In-person Learning Expansion Activity Period (I-LEAP) will still be conducted. Depending on the department, we have increased either the number of sessions per week, or the number of hours per session, or both. This informed decision was made considering your child and household's vaccination status, willingness to have your child attend I-LEAP, and community alert level status, among others.

The official opening of School Year 2022-2023 shall be on **July 25, Monday**.

For our new parents and students, there will be a Google Webinar on **July 20, Wednesday** by department. This is to help you familiarize yourself with the features of the Google Workspace for Education. There will be an email with more details regarding this.

The Parents' Orientation shall be held online on **July 21 and 22 (Thursday and Friday)**. There will be an email with more details regarding this.

Our In-Person Learning Expansion Activity Period (I-LEAP) will start on **August 22, Monday** for the Grade School and **September 2, Friday** for the Casa Department.

Kindly refer to the summary of important information below:

Learning Modality	Online Synchronous Discussion (OSD) Students join online from home.	In-person Learning Expansion Activity Period (I-LEAP) Students attend face-to-face sessions on campus.
Schedule and duration For specific class	Casa: 4 - 5 x a week Elementary: twice a week	Casa: once a week, every other week (starting Sept. 2) Elementary: thrice a week (starting Aug. 22) Level I (Grades 1 to 3) - 1st & 2nd week of each month only Level II (Grades 4 to 6) - 3rd & 4th week of each month only

<p>durations, please see II. SAMPLE SCHEDULE.</p>		
<p>Content</p>	<p>Academic and nonacademic lessons and activities; Homeroom classes</p>	<p>Casa: academic lessons, work with classroom materials; small group presentations and activities, etc. Elementary: academic and nonacademic lessons; skills enhancement activities; cocurricular programs, etc.</p>
<p>Requirements</p>	<p>Required attendance and graded assessments to be submitted</p>	<p>Attendance will be taken for record purposes.</p> <p>Attendance in the I-LEAP is flexible. A student may start attending it once sessions begin, or much later if he is still unsure. If a student misses an I-LEAP session, he will not be considered absent; however he cannot make up for the missed session anymore.</p> <p>Casa: Pupils who are not in I-LEAP will do Offline Work at home.</p> <p>Elementary: Reporting to I-LEAP will still be optional as students can still listen in while at home. There will be a camera in the I-LEAP so that students at home can also participate simultaneously in all graded activities. Nonacademic subjects (held twice per term) will be graded either during I-LEAP or OSD. Mastery Check-Ups (MCU), scheduled per term, shall be done online.</p>
<p>Attendees</p>	<p>Students per section</p>	<p>Casa: Maximum of 12 Elementary: Students will be divided into 2 groups.</p> <p>All MDM-D employees are fully vaccinated. Students are welcome to attend I-LEAP regardless of vaccination status.</p> <p>Health and safety precautions in the classroom include social distancing, airconditioned rooms with ample fresh air cross ventilation, and hand sanitizers at the doors.</p> <p>Per DOH, physical distancing is encouraged but not required for Alert Level 1.</p> <p>MDM-D will automatically shift to online classes when Alert Level 2 is announced.</p>
<p>Contingency Measures</p>	<p>OSD may continue regardless of lockdown or heightened alert level.</p>	<p>In the event of a breakout, lockdown, or heightened alert level that prevents the conduct of I-LEAP: Casa & Elementary: Students simply switch to OSD.</p>

II. SAMPLE SCHEDULE

Below is the **updated schedule for I-LEAP**. Schedules may change depending on new health regulations in the coming months.

A. Casa

Junior Casa, Senior Casa, Preparatory

Early Morning Session:	Afternoon Session:	Monday to Friday
8:00 - 8:50	1:00 - 1:50	OSD: All levels
8:50 - 9:00	1:50 - 2:00	Break
9:00 - 9:30	2:00 - 2:30	OSD: Junior Casa and Senior Casa Offline Work: Preparatory
9:30 - 10:00	2:30 - 3:00	OSD: Preparatory Offline Work: Junior Casa and Senior Casa

Early Morning Session:	Afternoon Session:	Friday (I-LEAP)
8:00 - 9:30	1:00 - 2:30	All levels

B. Elementary

Groupings shall be determined on a first-enrolled, first-served basis. If you have already enrolled your child, please expect a call from the Business Office to communicate your preferred slot for your child: Group A (a.m.) or Group B (p.m.)

Grade School (Grades 1 to 6) Sample Schedule

Schedule of pupils attending morning I-LEAP (Group A):

	OSD	I-LEAP	OSD	I-LEAP	I-LEAP
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 - 9:00	Math	Math	Geometry	Geometry	Nonacad/SET
9:00 - 9:15	Break	Break	Break	Break	Break
9:15-10:15	Science	Science	Social Studies	Social Studies	Nonacad/SET
10:15-10:30	Break	Break	Break	Break	Break
10:30-11:30	English	English	Filipino	Filipino	Nonacad/SET

Schedule of pupils attending afternoon I-LEAP (Group B):

	OSD	I-LEAP	OSD	I-LEAP	I-LEAP
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 - 9:00	Math		Geometry		
9:00 - 9:15	Break		Break		
9:15-10:15	Science		Social Studies		
10:15-10:30	Break		Break		
10:30-11:30	English		Filipino		
11:30-12:30					
12:30-1:30		Math		Geometry	Nonacad/SET
1:30-1:45		Break		Break	Break
1:45-2:45		Science		Social Studies	Nonacad/SET
2:45-3:00		Break		Break	Break
3:00-4:00		English		Filipino	Nonacad/SET

Students not attending I-LEAP will attend Online Synchronous Discussion (OSD).

OSD Schedule is as follows:

	OSD	OSD	OSD	OSD	OSD
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 - 9:00	Math	Math	Geometry	Geometry	Nonacad/SET
9:00 - 9:15	Break	Break	Break	Break	Break
9:15-10:15	Science	Science	Social Studies	Social Studies	Nonacad/SET
10:15-10:30	Break	Break	Break	Break	Break
10:30-11:30	English	English	Filipino	Filipino	Nonacad/SET

*OSD (Online Synchronous Discussions)

*I-LEAP (In-Person Learning Expansion Activity Period)

*SET (Skills Enhancement Time). These are classes that develop pupils' other skills and interests in social, mental, and physical aspects. There is a separate schedule every Friday for those who cannot attend SET.

*Nonacad (Nonacademic Subjects). Each Nonacademic Subject shall be scheduled every Friday during I-LEAP; 1 hour per term. There is a separate schedule for those who cannot attend I-LEAP.

III. OTHERS

A. Uniforms

	OSD (ONLINE)	I-LEAP (ONSITE)
Casa	<u>Monday to Friday:</u> Smart casual civilian attire or regular school uniform	<u>Friday:</u> PE uniform
Elementary	<u>Monday and Wednesday:</u> Smart casual civilian attire or regular school uniform	<u>Tuesday and Thursday:</u> Regular school uniform <u>Friday:</u> PE uniform

Each PE shirt order is always 2 pieces. The extra PE shirt will be required to be brought every I-LEAP for changing into if the student needs to (i.e., sweating, spills). No other shirt may be used for this purpose; this is to aid school personnel in identifying and monitoring students for health and safety reasons.

We shall soon send you a Google Form for ordering your child's uniforms.

B. School Bus Service

To date, we are still awaiting guidelines from DepEd and the LTFRB if bus services may be offered.

C. School ID and Gate Pass

A school ID will be issued, together with the official school ID lace. These should be worn at all times.

Please submit a 1x1 ID picture with a white background and follow these guidelines. We shall only process the ID if these guidelines are strictly followed:

1. Attire: school blouse/polo or a plain white collared, sleeved shirt/blouse.
2. Boys' hair is neatly trimmed, above the ear on the sides and above the eyebrows for bangs.
3. Girls' hair is neatly styled. Accessories, if any, must be simple and small.

The picture may be dropped off in school during Business Hours, or scanned and emailed to office.mdmd@montessoridemanila.edu.ph with filename: ID photo of Child's Surname and First Name-Level (example: ID photo of Dela Cruz, Juan - Grade 1). Kindly accomplish this **before July 18, Monday.**

A Gate Pass will also be issued, to be used in picking up the child/ward.

***IMPORTANT:** Please come at the designated dismissal time of your child/ward to prevent your child/ward from waiting too long.

D. MDM Covid-19 Safety Manual

We have created an **MDM Covid-19 Safety Manual** that outlines our protective measures, campus protocols in various scenarios, and other important information to be sent to you soon.

E. Required Consent Form

We request you to kindly fill out another form for us to have a better idea of the number of students expected to attend I-LEAP once sessions begin, or much later if you are still unsure. This will also update us of your child's vaccination status, and signify your consent to have your child attend I-LEAP or not : [Consent Form for I-LEAP S.Y. 2022-2023](#)

Thank you and we look forward to having your child/ren back on campus!

Yours in education,

Montessori De Manila-Davao Board of Administrators, Faculty, and Staff