



MONTESSORI DE MANILA

Primary • Elementary • Secondary Levels

73 Pablo Roman St., BF Executive Village, Las Piñas City 1740

(02) 88059863 • www.montessoridemanila.edu.ph • mdm@montessoridemanila.edu.ph

Learning Continuity Plan Part 1 for School Year 2022-2023

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Dear Parents / Guardians,

We are excited and eager to welcome your child/ren back to school. An integral part of education, particularly Montessori education, involves interaction, movement, and socialization with peers in a prepared environment. Even as the pandemic situation and safety guidelines constantly change, we would like to share an option that we deem viable, practical, fair, and safe for all members of the school community.

On our part, we are guided by the memorandums and checklists issued by DepEd, DOH, IATF, DSWD, and the City of Las Piñas. We would like to ask for your continued patience, understanding, and flexibility as these plans are still fluid and may still be improved in time.

Below are some initial information for your perusal.

I. LEARNING SET-UP AND OPENING OF CLASSES FOR SCHOOL YEAR 2022 - 2023

MDM will combine two learning modalities: **Online Learning** and **In-person Learning Expansion Activity Period (I-LEAP)**. This starts our gradual, conservative transition from full online learning to some in-person activities that develop interpersonal skills and a more practical application of executive function skills like self-control, time management, and organization.

For Online Learning, the Online Synchronous Discussions (OSD) will still be conducted for academic and nonacademic areas of study four (4) times a week. I-LEAP will be scheduled per department and will be **purely optional and nongraded**. Please see the table for more details.

Opening of classes shall most likely be around the end of July.

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 durations, please see II. SAMPLE SCHEDULE.	4 times a week	<p>Casa: once a month for <u>Prep pupils only</u>, beginning Second Term</p> <p>*Elementary: twice a month</p> <p>*High School: once a week</p> <p>*I-LEAP will commence around 1 month after the official start of the school year, and after thorough orientation of students and parents.</p>

		<p>Please note that current DepEd rules do not allow:</p> <ul style="list-style-type: none"> - More than half-day in-person sessions - Eating lunch in campus
Content	Academic and nonacademic lessons and activities; Homeroom classes	<p>Casa: work with classroom materials; small group presentations; etc.</p> <p>Elementary: small group presentations; skills enhancement activities; cocurricular programs, etc.</p> <p>High School: cocurricular programs (i.e., physical activities, clubs, monthly celebrations, e.g., Nutrition Month, Buwan ng Wika, etc.)</p>
Requirements	Required attendance and graded assessments to be submitted	<p>Purely optional and nongraded; 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: Prep pupil who is not in I-LEAP will do Offline Work at home.</p> <p>Elementary and High School: Student who is not in I-LEAP is expected to be doing unsupervised asynchronous learning (working on modules).</p>
Attendees	Students per section	<p>Casa: Preparatory level per section, maximum of 12</p> <p>Elementary: Students per section, maximum of 20 but divided into 2 groups</p> <p>High School: Students per grade level, divided into 2 groups (maximum of 20 per group)</p> <p>All MDM employees are fully vaccinated. DepEd has stated that vaccinated students are “preferred”; however, MDM students who are unvaccinated are welcome to attend I-LEAP and will be grouped separately.</p> <p>Health and safety precautions in the classroom include social distancing, a limited number of students in each room, airconditioned rooms with ample fresh air cross ventilation, and hand sanitizers at the doors.</p> <p>Per DOH and DepEd Joint Memorandum, the minimum number of students for each I-LEAP to push through is 5.</p>
Contingency Measures	OSD may continue regardless of lockdown or heightened alert level.	<p>In the event of a breakout, lockdown, or heightened alert level that prevents the conduct of I-LEAP:</p> <p>Casa & Elementary: Students simply switch to OSD.</p> <p>High School: Students will do asynchronous module work.</p>

II. SAMPLE SCHEDULE

Schedules may change depending on new health regulations in the coming months. The following were considered in crafting the I-LEAP schedules:

- social distancing protocols in classrooms & other areas
- students' ages and capability to follow
- foot traffic in campus
- vehicle traffic management
- safe ingress and egress procedures
- safe & thorough disinfection intervals between sessions
- DepEd School Safety Assessment Tool (SSAT)

Casa

Junior Casa, Senior Casa, Preparatory

Early Morning Session:	Mid-Morning Session:	Afternoon Session:	Monday, Wednesday, Friday
8:00 - 8:50	10:30 - 11:20	1:00 - 1:50	OSD: All levels
8:50 - 9:00	11:20 - 11:30	1:50 - 2:00	Break
9:00 - 9:30	11:30 - 12:00	2:00 - 2:30	OSD: Junior Casa and Senior Casa Offline Work: Preparatory
9:30	12:00	2:30	Dismissal of Junior Casa and Senior Casa
9:30 - 10:00	12:00 - 12:30	2:30 - 3:00	OSD: Preparatory

Early Morning Session:	Mid-Morning Session:	Afternoon Session:	Tuesday
8:00 - 10:00	10:30 - 12:30	1:00 - 3:00	OSD: Preparatory (with break) Completion of Offline Work (No OSD): Junior Casa and Senior Casa

Early Morning Session:	Mid-Morning Session:	Afternoon Session:	Tuesday (I-LEAP once a month)
8:00 - 9:30	10:30 - 12:00	1:00 - 2:30	Preparatory Completion of Offline Work (No OSD): Junior Casa and Senior Casa

Early Morning Session:	Mid-Morning Session:	Afternoon Session:	Thursday
8:00 - 10:00	10:30 - 12:30	1:00 - 3:00	OSD: Junior Casa and Senior Casa (with break) Completion of Offline Work (No OSD): Preparatory

Elementary

Level I-A (Grade 1) Sample Schedule

Grade 1	Monday	Tuesday	Wednesday	Thursday	Friday (I-LEAP)	Friday (OSD)
8:00 - 9:00	Math	Math	Geometry	Geometry	GROUP A (8:00 - 9:30 A.M.)	Group Presentation
9:00 - 9:30	Break	Break	Break	Break	GROUP B (8:00 - 9:30 A.M.)	Break
9:30 - 10:30	English	English	Filipino	Filipino		Consultation
10:30 - 11:00	Break	Break	Break	Break		Break
11:00 - 12:00	Social Studies	Social Studies	Science	Science		Homeroom

- **Consultation** - only for pupils who need time with subject teachers
- **Level I-B (Grade 2)** - Friday I-LEAP is from **10:30 a.m. - 12:00 noon**
- **Level I-C (Grade 3)** - Friday I-LEAP is from **1:30 p.m. - 3:00 p.m.**
- **I-LEAP of Level I will not be scheduled on the same Fridays as Level II.**
- **I-LEAP** - In-person is voluntary and for nongraded cocurricular activities only.
 - Student who is not in I-LEAP is expected to be doing unsupervised asynchronous learning (working on modules).

Level II-A (Grade 4) Sample Schedule

Grade 4	Monday	Tuesday	Wednesday	Thursday	Friday (I-LEAP)	Friday (OSD)
8:00 - 9:00	Geometry	Geometry	Math	Math	GROUP A (8:00 - 9:30 A.M.)	Group Presentation
9:00 - 9:30	Break	Break	Break	Break	GROUP B (8:00 - 9:30 A.M.)	Break
9:30 - 10:30	AP	AP	Science	Science		Consultation
10:30 - 11:00	Break	Break	Break	Break		Break
11:00 - 12:00	Filipino	Filipino	English	English		Homeroom

- **Consultation** - only for pupils who need time with subject teachers
- **Level II-B (Grade 5)** - Friday I-LEAP is from **10:30 a.m. - 12:00 noon**
- **Level II-C (Grade 6)** - Friday I-LEAP is from **1:30 p.m. - 3:00 p.m.**
- **I-LEAP of Level II will not be scheduled on the same Fridays as Level I.**
- **I-LEAP** - In-person is voluntary and for nongraded cocurricular activities only.
 - Student who is not in I-LEAP is expected to be doing unsupervised asynchronous learning (working on modules).

High School

Junior High School (Grade 7) Sample Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	Offline Meeting	Online Synchronous Discussions			
8:00 - 8:30	I-LEAP (8:00 -10:00 a.m.)				
8:30 - 10:00		Science	Science	English	English
10:00 - 10:15		<i>Recess</i>	<i>Recess</i>	<i>Recess</i>	<i>Recess</i>
10:15 - 11:45		Math	Math	Filipino	Filipino
11:45 - 12:30		<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>
12:30 - 2:00		AP	AP	NA	
2:00 - 2:15		<i>Recess</i>	<i>Recess</i>	<i>Recess</i>	<i>Recess</i>
2:15 - 3:45					Homeroom
	Online Consultations				
3:50 - 4:25	<i>Con (Filipino)</i>	<i>Con (AP)</i>	<i>Con (Science)</i>	<i>Con (English)</i>	<i>Con (Math)</i>
4:25 - 5:00	<i>Con (VE/Comp)</i>		<i>Con (Music/PE)</i>		<i>Con (TLE/Art)</i>

- **NA** - Nonacademic Subjects
- **Con** - Consultation time with subject teachers as needed
- **I-LEAP** (In-person Learning Expansion Activity Period). This is voluntary for nongraded cocurricular activities only.
Only Grade 7 students' I-LEAP is on **Monday**. I-LEAP of **Grade 8: Tuesday**; **Grade 9: Wednesday**; and **Grade 10: Thursday**.

Senior High School (Grades 11 & 12) Sample Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	Online Synchronous Discussions				Offline Meeting
8:00 - 10:00					I-LEAP (8:00 - 10:00 a.m.)
10:15 - 11:45	Komunikasyon	Komunikasyon	Pre-Calculus	Pre-Calculus	
11:45 - 12:30	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	
12:30 - 2:00	Oral Comm	Oral Comm	Literature	Literature	
2:00 - 2:15	<i>Recess</i>	<i>Recess</i>	<i>Recess</i>	<i>Recess</i>	
	Online Consultations and Homeroom				
2:15 - 3:45					Homeroom
3:50 - 4:25	<i>Con (Pre-Calculus)</i>	<i>Con (Komunikasyon)</i>	<i>Con (Literature)</i>	<i>Con (Oral Comm)</i>	
4:25 - 5:00					

- **Con** - Consultation time with subject teachers as needed
- **I-LEAP** (In-person Learning Expansion Activity Period). This is voluntary for nongraded cocurricular activities only.
- **SHS (Grades 11 & 12) students' I-LEAP is on Friday.**

III. SCHOOL FEES

Per DepEd requirement, an adjustment in fees shall be communicated to the parents. Therefore, please be informed that the adjustment in tuition fees will go **fully** towards the employees' salaries and benefits. Miscellaneous fees' adjustment has been appropriated for the services that come with having I-LEAP and other in-person services.

IV. PARENTS' FEEDBACK

As our partners, we give importance to your thoughts and family situation. Please fill out this feedback form per child enrolled in MDM (example: 2 times if you have 2 children in MDM) for us to better tailor our school plans.

Link: [Parents' Feedback Form for SY 2022-2023](#)

We shall release more information again in due time, including a useful **MDM Covid-19 Safety Manual that outlines our protective measures, campus protocols in various scenarios**, and other information. This manual may help guide your decision should you choose to have your child attend I-LEAP.

Again, we are grateful for the full trust you have accorded MDM the past 35 years, and the past two years as we successfully navigated online learning together.

Yours in education,

Montessori De Manila Board of Administrators, Faculty, and Staff