



Our Lady of Lourdes Catholic School

St. Paul Sts., La Forteza Subd., Camarin Caloocan City
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OLLCS 20:20
PROCLAIMING CHRIST IN EXCELLENCE
SCHOOL YEAR 2020-2021

October 15, 2020

Esteemed Parents & Guardians,

Respectful greetings.

In light of the careful observation and deliberate evaluation of the First Quarter distance learning modality of our school, there is a need to revisit the Class Schedule and some of its implemented guidelines related to the delivery of instruction. Cognizant of both the challenges and opportunities of this new teaching-learning modality, RCBN ES-OLLCS deemed it necessary to take into consideration new processes and means on how to effectively deliver uninterrupted quality education among its primary stakeholders – the learners.

Hence, please be guided of the following guidelines pertinent to academics. This will take effect beginning **Second Quarter of School Year 2020-2021**.

1. **October 19, 2020 (Monday)** is set as the last day for the completion/compliance of pending or missed requirements of the First Quarter. **No synchronous sessions** will be held on this day. The said completion and compliance of academic requirements had already begun last October 13, 2020. In addition, **special catch up program** to assist learners and late enrollees was implemented.
2. **Second Quarter** promptly starts on **October 20, 2020 (Tuesday)**.
3. All classes will be **SCHOOL-BASED**, System-wide classes will no longer be administered. **Saturdays** are allotted as **Consultation days** which means teachers are available for conference and consultation. Parents, learners or teachers may initiate the consultation days especially to facilitate module learning.
4. The **new class schedule** is to be posted on the respective **Facebook (FB) study group** of each level.
5. The primary **platform for Synchronous** classes is the **Zoom** video conferencing application. However, the **Facebook (FB) study group of each level** is to be maintained and sustained where **video recordings** of synchronous classes will be uploaded to help

learners who were not able to attend the synchronous sessions **catch up or remediate** their lessons. This is also the platform where school announcements and other academic-related posts and information from the advisers and teachers are to be posted.

6. **Asynchronous sessions**, which take the form of **modules**, are designed to let learners study and learn on their own pace and setting. Likewise, **book activities** are also given to further provide enrichment activities among the learners. It is advisable to observe the time period reflected on the class schedule. Nonetheless, learners are given the certain latitude to complete and comply the module activities and assessments **before another synchronous session begins**. (*e.g. Monday is English class and the submission of the English module is on Saturday or a day before the next English synchronous class.*)
7. The class schedule reflects **Asynchronous/Consultation time** which means that teachers are free during these times and they may attend to questions and concerns related to the module activities and assessments. Learners may send their concerns or queries via the **Genyo messaging app** or the **teachers' official working email address**. If there is a strong need to talk or confer to the teacher on matters related to modules, you may inform the office or the teacher themselves and they will attend to you on the time indicated in the class schedule.
8. Based from the **Guidelines on the Use of the Genyo**, the school's Learning Management System (LMS), the number of activities and assessments were reviewed and significantly reduced without compromising the essentials and attainment of the Most Essential Learning Competencies (MELC). This was done beginning third week of the previous quarter.
9. **Textbooks** are to be maximized as instructional materials during both synchronous and asynchronous sessions. Please help your child or children prepare these learning materials before their synchronous sessions begin.
10. We are mindful about the welfare of each of our learners. We understand this is a difficult time for them and there are several factors that come into play affecting their academic performance. As such, **Guidance Services and Catholic Christian Formation** promote and implement programs to advance the well-being and holistic health of our learners. It is also equally valuable to **inform the school**, the **advisers and teachers** about the current concerns or condition of your child or children at home. Please always inform the school through the advisers and teachers or the office if ever your child/children will not be able to attend synchronous classes and submit academic requirements on time.

Should you have further concerns, questions or clarifications, feel free to communicate with us.

With steadfast determination that with you, esteemed parents and guardians, as our trustworthy partners, our **shared goal which is LEARNING on the part of your child/children** is beyond possible.

Thank you for your continued support and for being one with the school community. God bless us all.

Yours in OLLCS,

(SIGNED)

Ms. Christy G. Romero
School Principal