



# STATEFIELDS SCHOOL, INC.

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**PAASCU-FAAP LEVEL II ACCREDITED**

Statefields School, Inc.  
Learning Continuity Plan  
School Year 2022-2023

**S.E.C.U.R.E.S.** – Statefields’ Education Continuum Uplifting Resilience. Excellence and Synergy

## **I. Rationale:**

Statefields School, Inc. (SSI) believes that every child is born smart and has the capabilities to optimize his/her intelligence(s). Aside from recognizing and developing these intelligences, SSI remains steadfastly committed to imbuing the students with positive values and equipping them with 21<sup>st</sup> century skills. In furtherance of such commitment, it has continuously and constantly innovated and redefined curriculum and instruction and intentionally provided and programmed opportunities and venues to showcase students’ growth in becoming more whole persons.

School Years 2019-2020, 2020-2021, and 2021-2022 have been challenging. The CALABARZON region and the entire country have experienced various forms of man-made and natural scares, such as but not limited to monsoon rains and flash floods, typhoons, earthquakes, volcanic eruption, fires, and, the COVID-19 crisis. The school, in partnership with the home and the church and in support of government efforts, has to form and equip the child with coping, enabling, and survival mindset, attitude, and skills for whatever way of life these unfortunate experiences may cause without losing the yearning and passion for learning and continuous improvement.

Forming and developing the whole child has been part of SSI’s curriculum and instruction since the school was established, as explicitly expressed in its vision and mission statements. With its theme of “G.R.I.T.! = Growing Rigorously in Tenacity! (The Whole Child Approach) for SY 2019-2020, “Living Up to be a Responsive, Responsible, and Resilient Whole Person!” for SY 2020-2021, and “C.H.I.L.L.! – Catalyzing Holistic, Independent, and Lasting Learning!” for SY 2021-2022, the school has become more intentional and purposive in its noble goal of working in partnership with all stakeholders in serving, preserving, and promoting the learners’ wellness and wholeness.

The zealous commitment to this noble goal remains and has become a lot stronger. This time, we shall still contend with the continuing challenge that the teaching-learning

process has to happen and persist most of the time while the students are safe, sound, and secured within the confines of their respective homes. However, after two years of rolling out 100% Online Distance Learning and with the government assuring the steady and ample supply of vaccines, being more aggressive with its vaccination program by extending it initially to children 12 to 17 years of age and later on children 5 to 11 years old, and pushing more schools to slowly transition to limited face-to-face classes the second half of SY 2021-2022 and by SY 2022-2023, SSI intends to transition as well to a teaching-learning modality that will already allow school-controlled, scheduled, staggered, small group in-school classes by SY 2022-2023. This modality is called Enriched Virtual Learning (Online Distance Learning + School-controlled, Scheduled, Staggered, Small-Group Face-to-Face Classes). The theme for SY 2022-2023, “C.H.E.E.R.S.! – Championing Holistic Education with Excellence, Resilience, and Synergy!”, exemplifies the school’s most ardent desire and intent to fulfill such goal.

Establishing strong and effective partnership and collaboration with the local government and the home has become more imperative and compelling, thus SSI’s Learning Continuity Plan shall now be - Statefields’ Education Continuum Uplifting Resilience, Excellence and Synergy (S.E.C.U.R.E.S).

## **II. The Plan:**

### **A. Definition of Terms**

For better appreciation and understanding of SSI’s Learning Continuity Plan, we would like to introduce and familiarize you with the following terms:

Distance Learning – This is a formalized teaching and learning system specifically designed to be carried out remotely in which the main elements include physical separation of teachers and students during instruction and the use of various technologies to facilitate teacher to student and student to student communication. These technologies comprise of but are not limited to:

- Voice-centered technology using CDs, MP3 recordings or webcasts
- Video technology using instructional DVDs and video conferencing
- Computer-centered technology delivered over the internet

Online Learning – This is a form of distance learning where students do not come to school at all and courses or programs are intentionally designed in advance to be delivered over the internet.

Offline Learning – This is a form of distance learning where learning materials that were set up ahead, either pre-recorded or downloaded from the internet, can be accessed without requiring connectivity at a particular moment.

Synchronous Learning – This is a form of instruction and learning where students learn in real time and log on at the same time. This type of learning is required when structured lesson and more student interaction are necessary.

Asynchronous Learning – This is a form of instruction and learning carried out online or offline where students work at their own pace. In this type of learning, students have to be self-motivated and do not need direct guidance to complete their work.

Enriched Virtual Learning - This model is “a course or subject in which students have required face-to-face learning sessions with their teacher of record and then are free to complete their remaining coursework remote from the face-to-face teacher. Online learning is the backbone of student learning when the students are located remotely. The Enriched Virtual model differs from the Flipped Classroom because in Enriched Virtual programs, students seldom meet face-to-face with their teachers. The required face-to-face time within this model typically serves two main purposes: 1) enrich students’ learning experiences with teacher-led instruction, for example, and 2) hold students accountable via regular in-person check-ins with their teachers and adviser(s).

## B. Objectives of Enriched Virtual Learning Modality Implementation

The roll out of Enriched Virtual Learning in all levels is being proposed in order to:

1. Ensure that learners will have access to a structured and scheduled mix of in-school, synchronous, and asynchronous learning modes whichever is/are necessary and more appropriate for their acquisition, understanding, and mastery of prescribed competencies and skills;
2. Provide a welcome break to learners from prolonged exposure to online distance learning thereby promoting their cognitive, mental, and emotional health, development, and wellbeing;
3. Promote among the learners and members of the school community the necessary attitude, mindset, and skills to live with the pandemic; and
4. Continuously promote the learners’ safety and wellness as schedule of in-school learning of those concerned will be staggered, closely monitored, and controlled.

## C. Particulars on Enriched Virtual Learning

1. **Enriched Virtual Learning for all grade levels:**
2. **Schedule of school-controlled, scheduled, staggered, and small group Face-to-Face classes once, twice or thrice each month for no more than four hours of stay in school:**
  - i. Kindergarten once a month for Term 1, twice a month for Term 2, and four times a month for Term 3

- ii. Grades 1 to 10 twice a month for Term 1, four times a month for Term 2, and eight times a month for Term 3
- iii. Grades 11 to 12 four times a month for Semester 1 and eight times a month for Semester 2

### 3. Subjects:

- i. Kindergarten – all four subjects, Filipino, Thematic, Word Smart, and Number Smart, one subject a day alternately being scheduled
- ii. Grade 1 to 3 – all subjects at 3 subjects a day alternately being scheduled, 40 minutes per subject
- iii. Grade 4 to 6 – all subjects at 4 subjects a day alternately being scheduled, 40 minutes per subject
- iv. Grades 7 to 10 – Major Subjects, MAPEH, and TVE, 3 subjects a day alternately being scheduled, 60 minutes per subject
- v. Grades 11 to 12 – Sciences, Mathematics, ICT, and Specialization, Subjects, 3-4 subjects a day, 60 minutes per subject

### 4. Safety Measures to be observed:

- i. **Each class will be divided into smaller groups with each group**, occupying a separate classroom in a particular subject to allow physical distancing:
  - Kindergarten, 3 groups of at most 12 each
  - Grade 1 to 3, 3 groups of 9 to 12 each
  - Grade 6, 3 groups of 12 to 14 each
  - Grades 7 to 12, 2 groups of about 20 each
- ii. **Safety protocols shall be in place** including but not limited to the online contact tracing, actual temperature check before entry to the campus, wearing of face masks, observance of physical distancing, and provisions for frequent hand washing in the cafeteria and comfort rooms, among others;
- iii. **Classrooms and laboratories** shall be large enough to follow distance requirement among students, well-ventilated to allow air-circulation, and **equipped with electric fans, exhaust system, and carbon dioxide monitoring device.**
- iv. **Group work and even small gathering of students will not be allowed.** Hence, laboratory and other supposed to be collaborative works shall be accomplished individually in the non-air-conditioned but well-ventilated laboratories and classrooms but with necessary markings for distancing;
- v. There shall be signages and markings in all learning areas and conspicuous places to serve notice and reminder to everyone of health and safety protocols;
- vi. **Regular disinfection and sanitation of desks, tables, counters, door knobs, and all other frequently-touched surfaces shall be conducted;**
- vii. **Participating students** in this Enriched Virtual Learning set up should have **no existing comorbidities** and **not immunocompromised** as explicitly indicated in their medical clearance duly signed by their family physicians and should either:

- Walk to school
- Have available private transport, or
- Take accredited transportation

**(To ensure their safety and boost their immunity from COVID-19 infection, students who are fully vaccinated (primary and booster shots) are preferred.)**

- viii. The school shall be submitting itself to DepEd’s School Readiness Assessment and the LGU’s School Safety Assessment; and
- ix. **All Subject Teachers and Laboratory Assistants shall be fully vaccinated, inoculated with primary and booster shots.**

**There shall be a Safety Officer** designated ably supported by Proctors and Marshalls that will ensure that all these measures are in place and being adhered to. **The school is ready to implement a contingency plan should any of the learners or employees exhibit COVID-19 symptoms** and would later on be tested positive for the infection. All concerned will be immediately advised and properly informed of the situation and countermeasures to be taken to mitigate or completely stop further infection.

As required by DepEd, **this planned Enriched Virtual Learning modality shall not be compulsory among all students.** It shall completely **be incumbent upon the parents or guardians if they will allow their children or wards** to be part of this learning set up. Take note however, that **tuition and miscellaneous fees will be standard and uniform among all the students in the strand for Senior High School or the grade level for Kindergarten, Grades 1 to 6, and Junior High School regardless of whether or not the students will be in-school for designated subjects.** Classroom and Laboratory set up will allow students at home, who were not permitted to be in school, to watch the proceedings as they are actually happening in the school.

**Please refer to the herein attached Health and Safety Guidelines for Enriched Virtual Learning.**

**(CLICK OR TAP TO OPEN) [Guidelines-for-Face-to-Face-Classes-v3.pdf \(statefields.edu.ph\)](#)**

#### D. School Opening and Calendar

Classes in all levels in SSI for SY 2022-2023 will start on August 23, 2022. There shall be a weeklong orientation by the Class Advisers and Subject Teachers with their students to promote camaraderie and rapport among the members of the class and to familiarize or apprise them with school offerings, academic features, online distance learning and enriched virtual learning policies and procedures, learning management system, grading system, and other pertinent matters to ensure student success throughout the year.

#### E. Offerings

Its philosophy, vision and mission statements, and objectives plus its institutional goals (S.T.A.L.L.I.O.N.S.) and motto of “Excellence through the Multiple Intelligences, Positive Values, and 21<sup>st</sup> Century Skills” shall continue to be at the

heart of SSI's curriculum and instruction. Hence, all subjects in the DepEd's mandated Kto12 Basic Education Program shall be enriched by the integration of multiple intelligences, positive values, 21<sup>st</sup> century skills, Social Emotional Learning, Global Competitiveness and other SSI initiated academic features.

Year Levels	Offerings	Additional Features
Nursery 1 and 2	Word Smart English Number Smart Thematic	Read-Aloud, Penmanship, Music & Movement and Arts & Crafts (Fine & Gross Motor Skills Activities)
Kindergarten	Word Smart English Word Smart Filipino Number Smart Thematic	
Grades 1 to 3	English Mother Tongue and Filipino Mathematics Science Araling Panlipunan Christian Living or Edukasyon sa Pagpapakatao Music, Art, Physical Education, and Health Computer	Penmanship for Grades 1 and 2, Journal Writing and Silent Reading for Learning and Pleasure once a month, Differentiated Activities, MI Block
Grades 4 to 6	English Filipino Mathematics Science Araling Panlipunan Christian Living or Edukasyon sa Pagpapakatao Music, Art, Physical Education, and Health Computer Edukasyong Pangkabuhayan at Pantahanan	Interest Clubs for Grades 4 to 6  Robotics for Grade 6 in Term 3
Grades 7 to 10	English Filipino Mathematics Science Araling Panlipunan Christian Living or Edukasyon sa	Journal Writing and Silent Reading for Learning and Pleasure once a month, Differentiated activities, Formation and Wellness Classes, Guidance check- ins for individual and

	Pagpapakatao Music, Art, Physical Education, and Health TVE - Cookery	group counseling through zoom or video calls, MI Block, Interest Clubs
Grades 11 to 12	All Core, Applied, and Specialization subjects under the Academic Track and Science, Technology, Engineering, and Mathematics Strand (STEM), Accountancy, Business, and Management Strand (ABM), Humanities and Social Sciences Strand (HUMSS), and General Academic Strand (GAS)	Online Guidance Symposia, Research- related Online Surveys, Open Book type tests and practical tests, online business projects/activities for ABM and entrepreneurship, online public relation activities for HUMSS, Local and International Webinars for STEM, Interest Clubs

#### F. Integrated into the Curriculum

Our Curriculum for the Multiple Intelligences promotes a culture of excellence that aims to develop graduates who are endowed with:

- Verbal-Linguistic Intelligence (Word Smart),
- Logical-Mathematical Intelligence (Number Smart),
- Visual-spatial Intelligence (Picture Smart),
- Bodily-Kinesthetic Intelligence (Body Smart),
- Musical Intelligence (Music Smart),
- Interpersonal Intelligence (People Smart),
- Intrapersonal Intelligence (Self Smart), and
- Naturalist Intelligence (Nature Smart).

SSI is steadfast to the development of the positive values of learners, which are:

- Faith in the Creator,
- Love for One's Country,
- Respect for Self and Others,
- Productivity, Responsibility, and Perseverance,
- Collaboration and Commitment to One's Work,
- Concern for Others,
- Self-discipline and Orderliness, and
- Integrity and Honesty.

As our learners are being geared up to be able to live, learn, and work successfully in our increasingly complex and information rich society, SSI has further enriched Curriculum and Instruction with the integration of the 21<sup>st</sup> Century Skills, such as:

Critical Thinking and Problem Solving,  
Creativity and Innovation,  
Collaboration and Teamwork,  
Communication and Conveying,  
Computing and Information, Media, and Technology Literacies,  
Career and Life Skills,  
Citizenship and Cross-Cultural Understanding Skills, and  
Control and Coping Skills.

SSI is committed to nurturing among its individual students Social Emotional Learning core competencies to help them succeed in multiple areas of life. These competencies are:

Self-Awareness,  
Self-Management,  
Social Awareness,  
Responsible Decision Making, and  
Relationship Skills.

Likewise, SSI is committed to equip its learners with Global Competence or the capacity and dispositions to understand and act appropriately on intercultural situations and issues of global significance. This capacity is reflected in the four domains of global competence, which are:

Investigate the World,  
Recognize Perspective,  
Communicate Ideas, and  
Take Action.

For its commitment to continuous improvement as an institution of learning, SSI has formulated and is zealously working on the achievement of its Institutional Goals:

**Student Services** that provide efficient and effective delivery of adequate services that are consistent with the school philosophy, vision, and mission of the school that center on developing the multiple intelligences, core values and 21<sup>st</sup> Century Skills of the learners through developmentally appropriate and research oriented activities and procedures.

**Teacher Development Program** that strives to acquire high standards of performance and professionalism of all faculty members to possess a genuine desire to work collaboratively and promote a culture of excellence in the achievement of the school's vision and mission

**Administration** that employs excellent leadership, supervision, and management of people and resources, in planning, organizing, implementing, innovating and evaluating educational programs and practices that facilitate the attainment of the school philosophy, vision, and mission.

**Library and Audio-Visual Program** that supports instruction and curriculum through a variety of educational and multimedia materials that are appropriate to the needs of the faculty and students providing services for accessing information,



utilization of media and technology that support lifelong learning skills, love for reading, and research strategies.

Laboratories that promote student learning by providing adequate avenues and resources for authentic tasks in science technology, and livelihood education utilizing technological resources of the community and environment.

Instruction and Curriculum Enhancement that is congruous to the school philosophy, vision and mission through MI focused, relevant, and meaningful curriculum, varied teaching and assessment strategies, co-curricular activities that develop 21<sup>st</sup> century skills and core values and recognize individual differences and the developmental needs of the learners.

Objectives and Philosophy that propel the development of learners’ multiple intelligences, 21<sup>st</sup> Century skills, and core values through well integrated programs and school practices that support the school philosophy, vision, and mission.

Network between school and community that aims to imbibe in the learners and teachers social awareness and involvement, responsiveness to the needs of the community, social responsibility, and services to the poor that will result to genuine transformation of the community.

Safe and modern facilities that foster a safe and stimulating academic atmosphere and are appropriately adequate for all curricular and co-curricular activities in line with the school philosophy, vision and mission

**G. Delivery Mode of Instruction and Assessments**

In consideration of the prevailing unwarranted circumstances due to the third year of COVID-19 outbreak, the delivery mode of instruction and assessment shall be through Online Distance Learning primarily and principally facilitated by Learning Management Systems. There shall be a balanced mix of synchronous and asynchronous learning activities to be implemented. To enrich the teaching-learning process, there shall be video presentations, video conferencing, consultations and tutorial classes using the Zoom platform. For SY 2022-2023, teaching – learning delivery modality shall be called Enriched Virtual Learning. It is Online Distance Learning plus school-controlled, scheduled, staggered, small group face-to-face classes for Kindergarten to Grade 12. Scheduled face-to-face classes shall be once a month in Term 1, twice a month in Term 2, and four times a month in Term 3 for Kindergarten; twice a month in Term 1, four times a month in Terms 2, and eight times a month in Term 3 for Grades 1 to 10; and twice a month in Semester 1 and eight times a month in Semester 2 in Grades 11 and 12.

Year Levels	Learning Management System
Kindergarten	Genyo e-Learning
Grades 1 to 2	Genyo e-Learning
Grades 3 to 6	Genyo e-Learning
Grades 7 to 10	Quipper School Premium

Grades 11 to 12	Quipper School Premium
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It is advisable that each student uses a tablet or computer with the following specifications: at least Intel Core i3-9100 3.60GHz; 8GB Single DDR4 2666 MHz; Memory Western Digital Blue 1TB and each household has internet connectivity or capacity of 10 mbps. A corresponding internet speed or strength upgrade is necessary for every additional child should several members of the family will have to connect to the internet simultaneously.

An additional subject in Kindergarten is Thematic where Araling Panlipunan and Science concepts are introduced to the learners. For continuity, SSI offers Science in Grades 1 and 2, beyond what are prescribed in the Kto12 Basic Education Curriculum.

The teaching and learning process will be enriched with the use of other technology tools and platforms like YouTube, Canva, Shotcut, Kahoot, Jamboard, Filmora, Loom, Krisp, Quizz, Nearpad, Wheel of Names, Desmos, and Poll Everywhere, among others.

#### H. Use of Printed Materials

For SY 2022-2023, we are still prescribing printed materials that are compliant with both the Kto12 Basic Education Curricula and DepEd required Most Essential Learning Competencies (MELCs) such as:

1. Printed Compiled Worksheets for Preschool (three each for Nursery I and II and four for Kindergarten);
2. Textbooks in English, Filipino, Science, Mathematics, Araling Panlipunan, and Christian Living for Elementary School; and
3. Textbooks in Christian Living/Values Education (Edukasyon sa Pagpapakatao) and Computer (we are reviving this subject as one of the TVE subjects) for Junior High School.

#### I. Class Program Prototype for ODL Days

To provide a more vivid picture of how classes, including all other activities, shall be rolled out, please refer to the following prototypes of the different year levels.

##### Preschool

- LMS + Video Conference App
- Compiled Worksheets

##### **Proposed Distribution of Schedule**

NOTE: If and when the desired number of enrollees will not be reached for Nursery 1, then levels to be offered for SY 2022-2023 shall be from Nursery 2 to Grade 12 only.

B. CLASS SCHEDULE PROTOTYPE for Online Distance Learning

**Kindergarten**

	MON	TUE	WED	THURS	FRIDAY
8:00-9:30 N2A-B1 N2B-B2 KA-B1 KB-B1	WS- English WS- English WS- English	Number Number Number Number	Thematic Thematic Thematic Thematic	Enrichment Enrichment WS-Filipino WS-Filipino	A S Y N C H R O N O U S  (Non-Academic day, MI Block, Make Up Classes, Special Programs)
10:00-11:30 KA-B2 KB-B2 KC-B1	WS- English WS- English WS- English	Number Number Number	Thematic Thematic Thematic	WS-Filipino WS-Filipino WS-Filipino	
1:00-2:30 N2A-B2 N2B-B1 KA-B3 KC-B2	WS- English WS- English WS- English WS- English	Number Number Number	Thematic Thematic Thematic	Enrichment Enrichment WS-Filipino WS-Filipino	
3:00-4:30 KB-B3 KC-B3	WS- English WS- English	Number Number	Thematic Thematic	WS-Filipino WS-Filipino	

- 40 minute-synchronous classes

**Grades 1 and 3**

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>7:30-8:00</b>	<b>HOMEROOM</b>				
<b>8:00-8:40</b>	<b>English</b>	<b>English</b>	<b>Filipino</b>	<b>Mother Tongue</b>	<b>CL/EsP</b>
<b>8:40-9:10</b>	<b>BREAK</b>				
<b>9:10-9:50</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>AP</b>	<b>Health</b>
<b>9:50-10:30</b>	<b>Music</b>	<b>Computer</b>	<b>Art</b>	<b>PE</b>	<b>MI Block</b>
<b>10:30-11:00</b>	<b>ASYNCHRONOUS TIME</b>				

**Grade 5**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>7:30-8:00</b>	<b>HOMEROOM</b>				
<b>8:00-8:40</b>	<b>English</b>	<b>English</b>	<b>Filipino</b>	<b>Filipino</b>	<b>CL/EsP</b>
<b>8:40-9:10</b>	<b>BREAK</b>				
<b>9:10-9:50</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>AP</b>	<b>Health</b>
<b>9:50-10:30</b>	<b>Music</b>	<b>Computer</b>	<b>Art</b>	<b>PE</b>	<b>EPP</b>
<b>10:30-10:40</b>	<b>Screen Break</b>				
<b>10:40-11:20</b>	<b>English</b>	<b>Filipino</b>	<b>Science</b>	<b>Math</b>	<b>AP</b>
<b>11:20-12:00</b>		<b>Science</b>		<b>MI Block/Interest Club</b>	

**Grade 2**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>12:30-1:00</b>	<b>HOMEROOM</b>				
<b>1:00-1:40</b>	<b>English</b>	<b>English</b>	<b>Filipino</b>	<b>Mother Tongue</b>	<b>CL/EsP</b>
<b>1:40-2:10</b>	<b>BREAK</b>				
<b>2:10-2:50</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>AP</b>	<b>Health</b>
<b>2:50-3:30</b>	<b>Music</b>	<b>Computer</b>	<b>Art</b>	<b>PE</b>	<b>MI Block</b>
<b>3:30-4:00</b>	<b>ASYNCHRONOUS TIME</b>				

**Grades 4 and 6**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>12:30-1:00</b>	<b>HOMEROOM</b>				
<b>1:00-1:40</b>	<b>English</b>	<b>English</b>	<b>English</b>	<b>AP</b>	<b>AP</b>
<b>1:40-2:10</b>	<b>BREAK</b>				
<b>2:10-2:50</b>	<b>Math</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>Science</b>
<b>2:50-3:30</b>	<b>Filipino</b>	<b>Filipino</b>	<b>Filipino</b>	<b>PE</b>	<b>Health</b>
<b>3:30-3:40</b>	<b>SCREEN BREAK</b>				
<b>3:40-4:20</b>	<b>Music</b>	<b>Art</b>	<b>CL/EsP</b>	<b>EPP</b>	<b>Computer</b>
<b>4:20-5:00</b>		<b>Science</b>		<b>MI Block/Clubs</b>	

## Junior High School

Academic Subjects: English, Filipino, Mathematics, Science, Araling Panlipunan

Special Subjects: MAPEH and TVE – Cookery

Christian Living / Edukasyon sa Pagpapakatao

SSI Special Academic Features:

Journal Writing

SRLP (Silent Reading for Learning and Pleasure)

Formation Session -

will be given focusing on Guidance Classes, Character Formations to be given by invited speakers like school officers.

Wellness Session

is a session that promotes healthy living for students especially now that most of the time they stay at home and lack mobility. They will engage in home exercises like Zumba and conditioning activities.

Multiple Intelligences Block

is an hour session that aims to develop the Multiple Intelligences of the students through different activities and exercises.

Guidance PartnerShift Program

LGU – Let Guidance Understand (Routine Interview)

GCQ – Guidance and Counseling Quest (Guidance Classes)

MECQ – Managing Emotions and Changes Queries (Referral/Counseling)

ECQ – Enhancing Capabilities during Quarantine (Facebook Page)

Interest Clubs

are extensions of academic subjects to promote interest of students and allow opportunity to deepen learning and practice skills to be acquired.

## CLASS PROGRAM PROTOTYPE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:30-09:30	Consultation/Guidance Check-in Asynchronous for TVE		FORMATION: CL-VE(2x)/ Guidance Class (1)/ Officer's Hour for Character Formation (1)	Consultation/Guidance Check-in Asynchronous for MAPEH	
09:30-10:00	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
10:00-11:00	Math	Math	MAPEH	Math	Math

11:00-12:00	English	English	MAPEH	English	English
12:00-1:00	LUNCH				
1:00-2:00	Science	Science	CL/VE	Science	Science
2:00-3:00	Filipino	Filipino	TVE	Filipino	MI BLOCK/Interest Club
3:00-3:30	BREAK				
3:30-4:30	AP	AP	TVE	AP	WELLNESS

### SYNCHRONOUS – ZOOM

ASYNCHRONOUS – LMS (QUIPPER SCHOOL PREMIUM)

### Senior High School

#### GRADE 11 – PROTOTYPE SCHEDULE

Synchronous Classes – Monday, Tuesday, Thursday, Friday 8:00 am – 12:30 pm

Wednesday – Special Activities such as MI Celebration, Interest Clubs, Guidance Hour, SRLP/JW, Webinars, Online Tutorials, etc.

Asynchronous Classes – Consultation hours (non-zoom classes) random schedule in the afternoon

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 – 9:00 AM	Reading and Writing	Introduction to the Philosophy of the Human Person	Reading and Writing	Introduction to the Philosophy of the Human Person	(Consultation) Reading and Writing
9:00 – 10:00 AM	Statistic and Probability	Entrepreneurship	Statistics and Probability	Entrepreneurship	(Consultation) Introduction to the Philosophy of the Human Person
10:00 – 10:30 AM	BREAK	BREAK	BREAK	BREAK	BREAK
10:30 – 11:30 AM	Physical Science or DRRR	Pagbasa at Pagsusuri ng Iba't Ibang Teksto Tungo sa Pananaliksik	Physical Science or DRRR	Pagbasa at Pagsusuri ng Iba't Ibang Teksto Tungo sa Pananaliksik	Specialization

11:30 – 12:30 PM	(Consultation) Pagbasa at Pagsusuri ng Iba’t Ibang Teksto Tungo sa Pananaliksik	(Consultation) Statistics and Probability	(Consultation) Specialization	(Consultation) Physical Science or DRRR	Practical Research 1
12:30 – 1:30 PM	Practical Research	Specialization	(Consultation) Practical Research	(Consultation) Entrepreneurship	PE and Health/ Homeroom (alternately)

### GRADE 12 – PROTOTYPE SCHEDULE

Synchronous Classes – Monday, Tuesday, Thursday, Friday 12:30 pm – 5:00 pm

Wednesday – Special Activities such as MI Block, Interest Clubs, Guidance Hour, SRLP/JW, Webinars, Online Tutorials, etc.

Asynchronous Classes – Consultation hours (non-zoom classes) random schedule in the morning

<b>TIME</b>	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
12:00 – 1:00 PM	Personal Development	Understanding Culture, Society and Politics	Personal Development	Understanding Culture, Society and Politics	(Consultation) Personal Development
1:00 – 2:00 PM	Specialization 1	Specialization 2	Specialization 1	Specialization 2	(Consultation) Understanding Culture, Society and Politics
2:00 – 2:30 PM	BREAK	BREAK	BREAK	BREAK	BREAK
2:30 – 3:30 PM	Practical Research 2	Filipino sa Piling Larang	Practical Research 2	Filipino sa Piling Larang	Specialization 3
3:30 – 4:30 PM	(Consultation) Filipino sa Piling Larang	Specialization 3	(Consultation) Specialization 3	(Consultation) Practical Research 2	(Consultation) Specialization 1
4:30 – 5:00 PM (30 minutes only)	PE and Health / Homeroom (alternately)	(Consultation) Specialization 2	PE and Health / Homeroom (alternately)	(Consultation) Specialization 2	

**J. Class Prototype for School-controlled, Scheduled, Staggered, Small Group  
Face-to-Face Classes (Term 1 for K to G10, Semester 1 for G11&12)  
Kindergarten**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Nursery 2 A Batch 1 Nursery 2 B Batch 1	8:00-9:30 AM (ODL) Quevedo Teacher A	8:00-9:30 AM (ODL) Quevedo Teacher A	8:00-9:30 AM (ODL) Quevedo Teacher A	8:00-9:30 AM (ODL) Quevedo Teacher A	8:00-9:00 AM (Asynchronous)
Kinder A Batch 1 Kinder B Batch 1	8:00-9:30 AM (ODL) Maliwat Gondraneos	8:00-11:00 AM (In Person) Maliwat Gondraneos	8:00-9:30 AM (ODL) Maliwat Gondraneos	8:00-9:30 AM (ODL) Maliwat Gondraneos	8:00-9:30 AM Non-Academic Day (Asynchronous)
Kinder C Batch 1	10:00-11:30 AM Ramirez	Ramirez	10:00-11:30 AM Ramirez	10:00-11:30 AM Ramirez	10:00 AM- 11:30 PM Non-Academic Day (Asynchronous)
Kinder A Batch 2 Kinder B Batch 2	10:00-11:30 AM (ODL) Maliwat Gondraneos	10:00-11:30 AM (ODL) Teacher A Quevedo	Kinder ABC Batch 2 1:00-4:00 PM (In-Person)	10:00-11:30 AM Teacher A Quevedo	10:00 AM- 11:30 PM Non-Academic Day (Asynchronous)
Nursery 2 A Batch 2 Nursey 2 B Batch 2	1:00-2:30 PM (ODL) Quevedo Teacher A	1:00-2:30 PM (ODL) Quevedo Teacher A	Maliwat Gondraneos Ramirez	1:00-2:30 PM (ODL) Quevedo Teacher A	1:00-2:00 PM Non-Academic Day (Asynchronous)
Kinder C Batch 2	1:00-2:30 PM (ODL) Ramirez	1:00-2:30 PM (ODL) PS Head Teacher		1:00-2:30 PM (ODL) PS Head Teacher	1:00-2:30 PM Non-Academic Day (Asynchronous)
Kinder A Batch 3	1:00-2:30 PM (ODL) Maliwat	1:00-2:30 PM (ODL) Maliwat	1:00-2:30 PM (ODL) PS Head Teacher	Kinder ABC Batch 3 1:00-4:00 PM	1:00-2:30 PM Non-Academic Day (Asynchronous)



Kinder B Batch 3 Kinder C Batch 3	3:00-4:30 PM (ODL) Gondraneos Ramirez	3:00-4:30 PM (ODL) Gondraneos Ramirez	3:00-4:30 PM (ODL) Quevedo Teacher A	Maliwat Gondraneos Ramirez	3:00-4:30 PM Non-Academic Day (Asynchronous)
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NOTE: Teacher A is additional Preschool Teacher.

### Grade 1

	Monday	Tuesday	Wednesday	Thursday	Friday
	GRADE 1A (IP)	GRADE 1B (IP)	GRADE 1C (IP)	GRADE 1D (IP)	GRADE 1E (IP)
<b>7:30-8:00</b>	<b>PREPARATION HOMEROOM</b>				
<b>8:00-8:40</b>	<b>English</b>	<b>English</b>	<b>English</b>	<b>English</b>	<b>English</b>
<b>8:40-9:10</b>	<b>BREAK</b>				
<b>9:10-9:50</b>	<b>Math</b>	<b>Math</b>	<b>Math</b>	<b>Math</b>	<b>Math</b>
<b>9:50-10:30</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>
<b>10:30</b>	<b>Dismissal</b>				

### GRADE 1A SCHEDULE PROTOTYPE (week 3 of every month)

	Monday (In-Person)	Tuesday (Online)	Wednesday (Online)	Thursday (Online)	Friday (Online)
<b>7:30-8:00</b>	<b>HOMEROOM</b>				
<b>8:00-8:40</b>	<b>English</b>	<b>English</b>	<b>Filipino</b>	<b>Mother Tongue</b>	<b>CL/EsP</b>
<b>8:40-9:10</b>	<b>BREAK</b>				
<b>9:10-9:50</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>AP</b>	<b>Health</b>
<b>9:50-10:30</b>	<b>Music</b>	<b>Computer</b>	<b>Art</b>	<b>PE</b>	<b>MI Block</b>
<b>10:30</b>	<b>Dismissal</b>				
<b>10:30- 11:00</b>	<b>ASYNCHRONOUS TIME</b>				

\*Same distribution for Grade 2, following their PM schedule (week 3 of every month)

\*Same Prototype for Grade 3 (week 2 of every month)

### Grade 6

	Monday	Tuesday	Wednesday	Thursday	Friday
	GRADE 6A (IP)	GRADE 6B (IP)	GRADE 6C (IP)	GRADE 6D (IP)	GRADE 6E (IP)
<b>12:30-1:00</b>	<b>HOMEROOM</b>				
<b>1:00-1:40</b>	<b>AP</b>	<b>AP</b>	<b>AP</b>	<b>AP</b>	<b>AP</b>

<b>1:40-2:10</b>	<b>BREAK</b>				
<b>2:10-2:50</b>	<b>Science</b>	<b>Science</b>	<b>Science</b>	<b>Science</b>	<b>Science</b>
<b>2:50-3:30</b>	<b>EPP</b>	<b>EPP</b>	<b>EPP</b>	<b>EPP</b>	<b>EPP</b>
<b>3:30-3:40</b>	<b>QUICK BREAK</b>				
<b>3:40-4:20</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>	<b>Music</b>
<b>4:20</b>	<b>DISMISSAL</b>				

**GRADE 6C SCHEDULE PROTOTYPE (week 1 of every month)**

	<b>Monday (Online)</b>	<b>Tuesday (Online)</b>	<b>Wednesday (In-Person)</b>	<b>Thursday (Online)</b>	<b>Friday (Online)</b>
<b>12:30-1:00</b>	<b>HOMEROOM</b>				
<b>1:00-1:40</b>	<b>English</b>	<b>English</b>	<b>English</b>	<b>AP</b>	<b>AP</b>
<b>1:40-2:10</b>	<b>BREAK</b>				
<b>2:10-2:50</b>	<b>Math</b>	<b>Math</b>	<b>Math</b>	<b>Science</b>	<b>Science</b>
<b>2:50-3:30</b>	<b>Filipino</b>	<b>Filipino</b>	<b>Filipino</b>	<b>PE</b>	<b>Health</b>
<b>3:30-3:40</b>	<b>SCREEN BREAK</b>				
<b>3:40-4:20</b>	<b>Music</b>	<b>Art</b>	<b>CL/EsP</b>	<b>EPP</b>	<b>Computer</b>
<b>4:20-5:00</b>		<b>Science</b>	<b>Dismissal at 4:20 PM</b>	<b>MI Block/Clubs</b>	

\*Same distribution for Grade 5, following their AM schedule (week 1 of every month)

\*Same Prototype for Grade 4 (week 2 of every month)

**Junior High School**

**GRADE 10ABC  
Week 1**

TIME	MONDAY		TIME	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	Group 1	Group 2		ODL			
7:30 – 8:30	AP MATH ENGLISH		8:00 – 9:00	Async AP	MI BLOCK	Async MATH	Async TVE
8:30 – 9:30	MATH ENGLISH AP		9:00 – 10:00	Async FILIPINO	Async CLVE	Async TVE	Async MATH
9:30 – 10:00	RECESS		10:00 – 11:00	Async SCIENCE	Async MAPEH	Async SCIENCE	<b>FREE</b>
10:00 – 11:00	ENGLISH AP MATH		11:00 – 12:00	Async ENGLISH	Async MAPEH	Async ENGLISH	<b>FREE</b>
11:00 – 12:00	Rooms sanitation time		12:00 – 12:30	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>

12:00 – 1:00	for the next batch	12:30 – 1:00	HOMEROOM			Sync MATH 12:30 – 1:30
1:00 – 2:00	FREE	1:00 – 2:00	Sync SCIENCE	Sync ENGLISH	Sync SCIENCE	Sync FILIPINO 1:30 – 2:30
2:00 – 3:00		2:00 – 3:00	Sync MAPEH	Sync TVE	Sync AP	Sync CLVE 2:30 – 3:30
3:00 – 4:00		3:00 – 4:00	Sync MAPEH	Sync TVE	Sync FILIPINO	VIF and WELLNES S/ INTEREST CLUB 3:30 – 4:30

**GRADE 10DEF  
Week 1**

TIME	MONDAY		TIME	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	Group 1	Group 2		ODL			
7:30 – 8:30	FREE		8:00 – 9:00	Async AP	MI BLOCK	Async MATH	Async TVE
8:30 – 9:30			9:00 – 10:00	Async FILIPINO	Async CLVE	Async TVE	Async MATH
9:30 – 10:00			10:00 – 11:00	Async SCIENCE	Async MAPEH	Async SCIENCE	<b>FREE</b>
10:00 – 11:00			11:00 – 12:00	Async ENGLISH	Async MAPEH	Async ENGLISH	<b>FREE</b>
11:00 – 12:00	Rooms sanitation time for the next batch		12:00 – 12:30	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>
12:00 – 1:00	for the next batch		12:30 – 1:00	HOMEROOM			Sync MATH 12:30 – 1:30
1:00 – 2:00	SCIENCE FILIPINO TVE/MAPEH		1:00 – 2:00	Sync MATH	Sync MAPEH	Sync SCIENCE	Sync FILIPINO 1:30 – 2:30
2:00 – 3:00	TVE/MAPEH SCIENCE FILIPINO		2:00 – 3:00	Sync AP	Sync MAPEH	Sync AP	Sync CLVE 2:30 – 3:30
3:00 – 4:00	FILIPINO TVE/MAPEH		3:00 – 4:00	Sync	Sync	Sync	VIF and WELLNES

	SCIENCE		ENGLISH	TVE	ENGLISH	S/ INTEREST CLUB 3:30 – 4:30
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**GRADE 10ABC  
Week 3**

TIME	MONDAY		TIME	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	Group 1	Group 2		ODL			
7:30 – 8:30	FREE		8:00 – 9:00	Async AP	MI BLOCK	Async MATH	Async TVE
8:30 – 9:30			9:00 – 10:00	Async FILIPINO	Async CLVE	Async TVE	Async MATH
9:30 – 10:00			10:00 – 11:00	Async SCIENCE	Async MAPEH	Async SCIENCE	FREE
10:00 – 11:00			11:00 – 12:00	Async ENGLISH	Async MAPEH	Async ENGLISH	FREE
11:00 – 12:00	Rooms sanitation time for the next batch		12:00 – 12:30	FREE	FREE	FREE	FREE
12:00 – 1:00			12:30 – 1:00	HOMEROOM			Sync MATH 12:30 – 1:30
1:00 – 2:00	SCIENCE FILIPINO TVE/MAPEH		1:00 – 2:00	Sync MATH	Sync MAPEH	Sync SCIENCE	Sync FILIPINO 1:30 – 2:30
2:00 – 3:00	TVE/MAPEH SCIENCE FILIPINO		2:00 – 3:00	Sync AP	Sync MAPEH	Sync AP	Sync CLVE 2:30 – 3:30
3:00 – 4:00	FILIPINO TVE/MAPEH SCIENCE		3:00 – 4:00	Sync ENGLISH	Sync TVE	Sync ENGLISH	VIF and WELLNES S/ INTEREST CLUB 3:30 – 4:30

**GRADE 10DEF  
Week 3**

TIME	MONDAY		TIME	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	Group 1	Group 2		ODL			

7:30 – 8:30	AP MATH ENGLISH	8:00 – 9:00	Async AP	MI BLOCK	Async MATH	Async TVE
8:30 – 9:30	MATH ENGLISH AP	9:00 – 10:00	Async FILIPINO	Async CLVE	Async TVE	Async MATH
9:30 – 10:00	RECESS	10:00 – 11:00	Async SCIENCE	Async MAPEH	Async SCIENCE	<b>FREE</b>
10:00 – 11:00	ENGLISH AP MATH	11:00 – 12:00	Async ENGLISH	Async MAPEH	Async ENGLISH	<b>FREE</b>
11:00 – 12:00	Rooms sanitation time for the next batch	12:00 – 12:30	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>
12:00 – 1:00		12:30 – 1:00	HOMEROOM			Sync MATH 12:30 – 1:30
1:00 – 2:00	FREE	1:00 – 2:00	Sync SCIENCE	Sync ENGLISH	Sync SCIENCE	Sync FILIPINO 1:30 – 2:30
2:00 – 3:00		2:00 – 3:00	Sync MAPEH	Sync TVE	Sync AP	Sync CLVE 2:30 – 3:30
3:00 – 4:00		3:00 – 4:00	Sync MAPEH	Sync TVE	Sync FILIPINO	VIF and WELLNES S/ INTEREST CLUB 3:30 – 4:30

**GRADE 10ABCDEF  
Week 2 and 4**

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	ODL				
8:00 – 9:00	Async MATH	Async SCIENCE	Async CLVE	Async MATH	Async SCIENCE
9:00 – 10:00	Async TVE	Async AP	Async MAPEH	Async FILIPINO	Async MI BLOCK
10:00 – 11:00	Async ENGLISH	Async TVE	Async MAPEH	Async ENGLISH	Async TVE
11:00 – 12:30	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>	<b>FREE</b>	Sync SCIENCE 12:30 – 1:30
12:30 – 1:00	HOMEROOM				
1:00 – 2:00	Sync MATH	Sync SCIENCE	Sync CLVE	Sync MATH	Sync AP 1:30 – 2:30

2:00 – 3:00	Sync FILIPINO	Sync AP	Sync MAPEH	Sync FILIPINO	Sync TVE 2:30 – 3:30
3:00 – 4:00	Sync ENGLISH	Sync TVE	Sync MAPEH	Sync ENGLISH	VIF and WELLNESS/ INTEREST CLUB 3:30 – 4:30

### Senior High School

Grade 11 – Every Second and Fourth Week of the Month

CLASS/ SECTION	DAY OF THE WEEK	TIME
11-A (STEM)	Monday	8:00 – 11:30 AM
11-B (STEM)	Tuesday	
11-C (STEM)	Wednesday	
11-D (ABM / GAS)	Thursday	
11-E ( HUMSS)	Friday	

Grade 12 – Every Second and Fourth Week of the Month

CLASS/ SECTION	DAY OF THE WEEK	TIME
12-A (STEM)	Monday	12:30 – 5:00 PM
12-B (STEM)	Tuesday	
12-C (STEM)	Wednesday	
12-D (ABM / GAS)	Thursday	
12-D ( HUMSS)	Friday	

### CLASS SCHEDULE PROTOTYPE

Grade 11

CLASS/ SECTION	First 20 students of the class SUBJECT / VENUE	Last 20 students of the class
8:00 – 8:30 AM 8:30 – 9:00 AM	General Mathematics / Computer Laboratory	Earth Science (STEM) or Earth and Life (AB, GAS, HUMSS) / Chemistry Lab
9:00 – 9:30 AM 9:30 – 10:00 AM 10:00 – 10:30 AM	Health Break / Cafeteria Specialization / Biology Lab – STEM Computer Lab – ABM, HUMSS, GAS	General Mathematics / Computer Laboratory Health Break / Cafeteria
10:30 – 11:00 AM 11:00 – 11:30 AM	Earth Science (STEM) or Earth and Life (AB, GAS, HUMSS) / Biology Lab	Specialization / Chemistry Lab – STEM Computer Lab – ABM, HUMSS, GAS

Grade 12 – STEM CLASSES

CLASS/ SECTION	First 20 students of the class SUBJECT / VENUE	Last 20 students of the class SUBJECT / VENUE
12:30 – 1:00 PM	General Physics / Computer Laboratory	General Biology / Chemistry Lab
1:00 – 1:30 PM		
1:30 – 2:00 PM	Empowerment Technologies / Computer Laboratory	Health Break / Cafeteria
2:00 – 2:30 PM		General Chemistry / Chemistry Lab
2:30 – 3:00 PM	Health Break / Cafeteria	General Physics / Computer Laboratory
3:00 – 3:30 PM	General Chemistry / Biology Lab	
3:30 – 4:00 PM		
4:00 – 4:30 PM	General Biology / Biology Lab	Empowerment Technologies / Computer Laboratory
4:30 – 5:00 PM		

Grade 12 – ABM, GAS, HUMSS

CLASS/ SECTION	ABM/HUMSS/GAS Students of each of these strands are just 20 students only SUBJECT / VENUE
12:30 – 1:00 PM	Specialization 1 / Computer Laboratory
1:00 – 1:30 PM	
1:30 – 2:00 PM	Empowerment Technologies / Computer Laboratory
2:00 – 2:30 PM	
2:30 – 3:00 PM	Health Break / Cafeteria
3:00 – 3:30 PM	Specialization 2 / Computer Laboratory
3:30 – 4:00 PM	
4:00 – 4:30 PM	Specialization 3 / Computer Laboratory
4:30 – 5:00 PM	

K. Consolidated Schedule of School-Controlled, Scheduled, Staggered, Small Group  
Face-to-Face Classes  
Schedule Per Week

**Term I**

First Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 10 A to C (120) 6 classrooms 7:15 – 11:00			Grade 8 A to C (120) 6 classrooms 7:30 – 12:00	
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3D (36) 3 classrooms 7:30 – 10:30	Grade 3E (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5D (37) 3 classrooms 7:30 – 11:20	Grade 5E (37) 3 classrooms 7:30 – 11:20

Grade 10 D to F (120) 6 classrooms 12:45 – 4:30			Grade 8 D to F (120) 6 classrooms 12:45 – 4:30	
Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20
Grade 6A (40) 3 classrooms 12:30 - 4:20	Grade 6B (40) 3 classrooms 12:30 - 4:20	Grade 6C (40) 3 classrooms 12:30 - 4:20	Grade 6D (40) 3 classrooms 12:30 - 4:20	Grade 6E (40) 3 classrooms 12:30 - 4:20

Second Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3D (36) 3 classrooms 7:30 – 10:30	Grade 3E (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5D (37) 3 classrooms 7:30 – 11:20	Grade 5E (37) 3 classrooms 7:30 – 11:20
	Grade 9 A to C (120) 6 classrooms 7:15 – 11:00			Grade 7 A to C (120) 6 classrooms 7:15 – 11:00
Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11D (ABM/GAS) (40) 3 Laboratories 8:00 – 11:30	Grade 11E (HUMSS) (40) 3 Laboratories 8:00 – 11:30
Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20
Grade 6A (40) 3 classrooms 12:30 - 4:20	Grade 6B (40) 3 classrooms 12:30 - 4:20	Grade 6C (40) 3 classrooms 12:30 - 4:20	Grade 6D (40) 3 classrooms 12:30 - 4:20	Grade 6E (40) 3 classrooms 12:30 - 4:20
	Grade 9 D to F (120) 6 classrooms 12:45 – 4:30			Grade 7 D to F (120) 6 classrooms 12:45 – 4:30
Grade 12A (STEM) (42)	Grade 12B (STEM) (42)	Grade 12 C (STEM) (36)	Grade 12D (ABM/GAS) (25)	Grade 12 D (HUMSS) (24)



3 Laboratories 12:30 – 5:00	3 Laboratories 12:30 – 5:00	3 Laboratories 12:30 – 5:00	2 Laboratories 12:30 – 5:00	2 Laboratories 12:30 – 5:00
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Third Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 1A (27) 3 classrooms 7:30 – 10:30  Grade 10 D to F (120) 6 classrooms 7:15 – 11:00	Grade 1B (27) 3 classrooms 7:30 – 10:30	Grade 1C (27) 3 classrooms 7:30 – 10:30	Grade 1D (27) 3 classrooms 7:30 – 10:30  Grade 8 D to F (120) 6 classrooms 7:15 – 11:00	Grade 1E (27) 3 classrooms 7:30 – 10:30
Grade 2A (30) 3 classrooms 12:30 – 3:30  Grade 10 A to C (120) 6 classrooms 12:45 – 4:30	Grade 2B (30) 3 classrooms 12:30 – 3:30	Grade 2C (30) 3 classrooms 12:30 – 3:30	Grade 2D (30) 3 classrooms 12:30 – 3:30  Grade 8 A to C (120) 6 classrooms 1:00 – 4:00	Grade 2E (30) 3 classrooms 12:30 – 3:30

Fourth Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 1A (27) 3 classrooms 7:30 – 10:30  Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 1B (27) 3 classrooms 7:30 – 10:30  Grade 9 D to F (120) 6 classrooms 7:15 – 11:00  Kinder ABC Batch 1 (36) 3 Classrooms 8:00 – 11:00  Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 1C (27) 3 classrooms 7:30 – 10:30  Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 1D (27) 3 classrooms 7:30 – 10:30  Grade 11D (ABM/GAS) (40) 3 Laboratories 8:00 – 11:30	Grade 1E (27) 3 classrooms 7:30 – 10:30  Grade 7 D to F (120) 6 classrooms 7:30 – 12:00  Grade 11E (HUMSS) (40) 3 Laboratories 8:00 – 11:30
Grade 2A (30) 3 classrooms 12:30 – 3:30  Grade 12A	Grade 2B (30) 3 classrooms 12:30 – 3:30  Grade 9 A to C	Grade 2C (30) 3 classrooms 12:30 – 3:30  Grade 12C	Grade 2D (30) 3 classrooms 12:30 – 3:30  Grade 12D	Grade 2E (30) 3 classrooms 12:30 – 3:30  Grade 7 A to C

(STEM) (42) 3 Laboratories 12:30 – 5:00	(120) 6 classrooms 1:00 – 4:00  Grade 12B (STEM) (42) 3 Laboratories 12:30 – 5:00	(STEM) (36) 2 Laboratories 12:30 – 5:00  Kinder ABC Batch 2 (36) 3 Classrooms 1:00 – 4:00	(HUMSS) (24) 3 Laboratories 12:30 – 5:00  Kinder ABC Batch 3 (36) 3 Classrooms 1:00 – 4:00	(120) 6 classrooms 1:00 – 4:00  Grade 12 D (ABM/GAS) (25) 2 Laboratories 12:30 – 5:00
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Term II  
First Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 10 A to C (120) 6 classrooms 7:15 – 11:00	Grade 9 A to C (120) 6 classrooms 7:15 – 11:00		Grade 8 A to C (120) 6 classrooms 7:30 – 12:00	Grade 7 A to C (120) 6 classrooms 7:15 – 11:00
Grade 1A (27) 3 classrooms 7:30 – 10:30	Grade 1B (27) 3 classrooms 7:30 – 10:30	Grade 1C (27) 3 classrooms 7:30 – 10:30	Grade 1D (27) 3 classrooms 7:30 – 10:30	Grade 1D (27) 3 classrooms 7:30 – 10:30
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3D (36) 3 classrooms 7:30 – 10:30	Grade 3E (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5D (37) 3 classrooms 7:30 – 11:20	Grade 5E (37) 3 classrooms 7:30 – 11:20
Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11D (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11E (STEM) (40) 3 Laboratories 8:00 – 11:30
Grade 10 D to F (120) 6 classrooms 12:45 – 4:30	Grade 9 D to F (120) 6 classrooms 12:45 – 4:30		Grade 8 D to F (120) 6 classrooms 12:45 – 4:30	Grade 7 D to F (120) 6 classrooms 12:45 – 4:30
Grade 2A (30) 3 classrooms 12:30 – 3:30	Grade 2B (30) 3 classrooms 12:30 – 3:30	Grade 2C (30) 3 classrooms 12:30 – 3:30	Grade 2D (30) 3 classrooms 12:30 – 3:30	Grade 2E (30) 3 classrooms 12:30 – 3:30
Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20

Grade 6A (40) 3 classrooms 12:30 - 4:20	Grade 6B (40) 3 classrooms 12:30 - 4:20	Grade 6C (40) 3 classrooms 12:30 - 4:20	Grade 6D (40) 3 classrooms 12:30 - 4:20	Grade 6E (40) 3 classrooms 12:30 - 4:20
Grade 12A (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12B (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12C (STEM) (36) 3 Laboratories 12:30 – 5:00	Grade 12D (HUMSS) (24) 3 Laboratories 12:30 – 5:00	Grade 12 D (ABM/GAS) (25) 2 Laboratories 12:30 – 5:00

Second Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 10 D to F (120) 6 classrooms 7:15 – 11:00	Grade 9 D to F (120) 6 classrooms 7:15 – 11:00		Grade 8 D to F (120) 6 classrooms 7:30 – 12:00	Grade 7 D to F (120) 6 classrooms 7:15 – 11:00
Grade 1A (27) 3 classrooms 7:30 – 10:30	Grade 1B (27) 3 classrooms 7:30 – 10:30	Grade 1C (27) 3 classrooms 7:30 – 10:30	Grade 1D (27) 3 classrooms 7:30 – 10:30	Grade 1D (27) 3 classrooms 7:30 – 10:30
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3D (36) 3 classrooms 7:30 – 10:30	Grade 3E (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5D (37) 3 classrooms 7:30 – 11:20	Grade 5E (37) 3 classrooms 7:30 – 11:20
Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11D (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11E (STEM) (40) 3 Laboratories 8:00 – 11:30
Grade 10 A to C (120) 6 classrooms 12:45 – 4:30	Grade 9 A to C (120) 6 classrooms 12:45 – 4:30		Grade 8 A to C (120) 6 classrooms 12:45 – 4:30	Grade 7 A to C (120) 6 classrooms 12:45 – 4:30
Grade 2A (30) 3 classrooms 12:30 – 3:30	Grade 2B (30) 3 classrooms 12:30 – 3:30	Grade 2C (30) 3 classrooms 12:30 – 3:30	Grade 2D (30) 3 classrooms 12:30 – 3:30	Grade 2E (30) 3 classrooms 12:30 – 3:30
Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20
Grade 6A (40)	Grade 6B (40)	Grade 6C (40)	Grade 6D (40)	Grade 6E (40)

3 classrooms 12:30 - 4:20	3 classrooms 12:30 - 4:20	3 classrooms 12:30 - 4:20	3 classrooms 12:30 - 4:20	3 classrooms 12:30 - 4:20
Grade 12A (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12B (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12C (STEM) (36) 3 Laboratories 12:30 – 5:00	Grade 12D (HUMSS) (24) 3 Laboratories 12:30 – 5:00	Grade 12 D (ABM/GAS) (25) 2 Laboratories 12:30 – 5:00

Third Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 10 A to C (120) 6 classrooms 7:15 – 11:00	Grade 9 A to C (120) 6 classrooms 7:15 – 11:00	Grade 1C (27) 3 classrooms 7:30 – 10:30	Grade 8 A to C (120) 6 classrooms 7:15 – 11:00	Grade 7 A to C (120) 6 classrooms 7:15 – 11:00
Grade 1A (27) 3 classrooms 7:30 – 10:30	Grade 1B (27) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 1d (27) 3 classrooms 7:30 – 10:30	Grade 1d (27) 3 classrooms 7:30 – 10:30
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20
Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30		Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30
	Kinder ABC Batch 1 (36) 3 Classrooms 8:00 – 11:00			
Grade 10 D to F (120) 6 classrooms 12:45 – 4:30	Grade 9 D to F (120) 6 classrooms 12:45 – 4:30	Grade 2C (30) 3 classrooms 12:30 – 3:30	Grade 8 D to F (120) 6 classrooms 12:45 – 4:30	Grade 7 D to F (120) 6 classrooms 12:45 – 4:30
Grade 2A (30) 3 classrooms 12:30 – 3:30	Grade 2B (30) 3 classrooms 12:30 – 3:30		Grade 2D (30) 3 classrooms 12:30 – 3:30	Grade 2E (30) 3 classrooms 12:30 – 3:30

Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20
Grade 6A (40) 3 classrooms 12:30 - 4:20	Grade 6B (40) 3 classrooms 12:30 - 4:20	Grade 6C (40) 3 classrooms 12:30 - 4:20	Grade 6D (40) 3 classrooms 12:30 - 4:20	Grade 6E (40) 3 classrooms 12:30 - 4:20
Grade 12A (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12B (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12C (STEM) (36) 3 Laboratories 12:30 – 5:00  Kinder ABC Batch 2 (36) 3 Classrooms 1:00 – 4:00	Grade 12D (HUMSS) (24) 3 Laboratories 12:30 – 5:00  Kinder ABC Batch 3 (36) 3 Classrooms 1:00 – 4:00	Grade 12 D (ABM/GAS) (25) 2 Laboratories 12:30 – 5:00

Fourth Week

Monday	Tuesday	Wednesday	Thursday	Friday
Grade 10 A to C (120) 6 classrooms 7:15 – 11:00	Grade 9 A to C (120) 6 classrooms 7:15 – 11:00	Grade 1C (27) 3 classrooms 7:30 – 10:30	Grade 8 A to C (120) 6 classrooms 7:15 – 11:00	Grade 7 A to C (120) 6 classrooms 7:15 – 11:00
Grade 1A (27) 3 classrooms 7:30 – 10:30	Grade 1B (27) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 1d (27) 3 classrooms 7:30 – 10:30	Grade 1d (27) 3 classrooms 7:30 – 10:30
Grade 3A (36) 3 classrooms 7:30 – 10:30	Grade 3B (36) 3 classrooms 7:30 – 10:30	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 3C (36) 3 classrooms 7:30 – 10:30	Grade 3C (36) 3 classrooms 7:30 – 10:30
Grade 5A (37) 3 classrooms 7:30 – 11:20	Grade 5B (37) 3 classrooms 7:30 – 11:20	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 5C (37) 3 classrooms 7:30 – 11:20	Grade 5C (37) 3 classrooms 7:30 – 11:20
Grade 11A (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11B (STEM) (40) 3 Laboratories 8:00 – 11:30  Kinder ABC Batch 1 (36) 3 Classrooms 8:00 – 11:00		Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30	Grade 11C (STEM) (40) 3 Laboratories 8:00 – 11:30
Grade 10 D to F	Grade 9 D to F		Grade 8 D to F	Grade 7 D to F

(120) 6 classrooms 12:45 – 4:30	(120) 6 classrooms 12:45 – 4:30		(120) 6 classrooms 12:45 – 4:30	(120) 6 classrooms 12:45 – 4:30
Grade 2A (30) 3 classrooms 12:30 – 3:30	Grade 2B (30) 3 classrooms 12:30 – 3:30	Grade 2C (30) 3 classrooms 12:30 – 3:30	Grade 2D (30) 3 classrooms 12:30 – 3:30	Grade 2E (30) 3 classrooms 12:30 – 3:30
Grade 4A (37) 3 classrooms 12:30 - 4:20	Grade 4B (37) 3 classrooms 12:30 - 4:20	Grade 4C (37) 3 classrooms 12:30 - 4:20	Grade 4D (37) 3 classrooms 12:30 - 4:20	Grade 4E (37) 3 classrooms 12:30 - 4:20
Grade 6A (40) 3 classrooms 12:30 - 4:20	Grade 6B (40) 3 classrooms 12:30 - 4:20	Grade 6C (40) 3 classrooms 12:30 - 4:20	Grade 6D (40) 3 classrooms 12:30 - 4:20	Grade 6E (40) 3 classrooms 12:30 - 4:20
Grade 12A (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12B (STEM) (42) 3 Laboratories 12:30 – 5:00	Grade 12C (STEM) (36) 3 Laboratories 12:30 – 5:00	Grade 12D (HUMSS) (24) 3 Laboratories 12:30 – 5:00	Grade 12 D (ABM/GAS) (25) 2 Laboratories 12:30 – 5:00
		Kinder ABC Batch 2 (36) 3 Classrooms 1:00 – 4:00	Kinder ABC Batch 3 (36) 3 Classrooms 1:00 – 4:00	

**For Term 3 of Kindergarten to Grade 10 and Semester 2 of Grades 11 and 12,, refer to the herein attached consolidated matrix of schedules.**

**(CLICK OR TAP TO OPEN) [CONSOLIDATED-MATRIX.pdf \(statefields.edu.ph\)](https://statefields.edu.ph)**

#### L. Grading System

Assessments have always been the measure of how much of what were taught have been acquired and mastered by the learners. They provide the teachers quantitative and qualitative measure of what learners know and can do with the competencies and skills imparted to them.

Formative assessments are on-going or in-process evaluations of student acquisition, comprehension, and retention what were taught and discussed, further learning needs, and progress. They come in the form of drills, entry and/or exit cards, low stake short quizzes, polls, recap activities, and those making use of total participation techniques. Summative assessments are to evaluate student learning, skill acquisition and mastery, and academic achievement at the conclusion of a defined instructional unit or period against pre-determined standards or criteria. Examples of this type of assessments are long and high stake quizzes, chapter tests, and term examinations.

Product and performance tasks are tangible evidences of learning. They are evaluated or graded based on a set of established criteria or rubrics aligned with targeted standards or outcomes. They may be in the form of presentations, portfolios, projects, and performances.

The nature, frequency, and length of assessments shall definitely be impacted by the delivery mode of instruction and assessment as well as by the enrichment and integration of Multiple Intelligences, Positive Values, and 21<sup>st</sup> Century Skills to the DepEd prescribed Most Essential Learning Competencies. However, the components and their weights shall still be in adherence to the mandates of the Kto12 Basic Education Program.

#### M. System of Support and Intervention

Part and parcel of each Class Program, and Teacher's Program as well, are blocks of time for online tutorials and consultations. Likewise, there shall be allotted time for homeroom periods, formation talks, guidance individual and team counselling sessions, and symposia. It is therefore a must for students to make the most out of these available intervention schemes.

The Class Program has provisions as well for Formation sessions and online Guidance individual or group counselling.

For this school year, the Guidance Department has still coined their various programs and offerings as "Guidance PartnerShift". These programs include among others the continued roll out of their Guidance classes and Symposia to the different levels, career pathways direction for Grades 8 to 12 students, and even the Parenting Seminars to be delivered online in October and February.

The Learning Resource Center (LRC) is open every day to extend online services and assistance to students particularly on research and book recommendations. A virtual reference librarian, the Statefields School, Inc. Library Instant Messaging (Stacey Lim), has been created on Facebook to answer queries and concerns from stakeholders and serve as venue in posting library activities and engagements. For SY 2022-2023, its Follett-Destiny system will be fully utilized to allow students to do online visit on the library collection of books and borrow books of their choice. These books students can pick up, following required protocols, when they report to school for their scheduled staggered small group face-to-face classes.

#### N. Awards and Recognition

Given the different delivery mode of instruction and assessment and the modified grading system, there shall be lesser awards than the school would usually give away to achieving students.

In each level, there shall still be Red Honors, Green Honors, and Cream Honors Academic Awards recipients. Qualified recipients at the end of each term/semester shall be issued corresponding certificates and at the end of the year the appropriate medals.

Yearend qualified Kindergarten, Grade 6, Grade 10, and Grade 12 students shall be recognized for their achievements in the different intelligences. During the Grade 6 Completion, Grade 10 Advancement, and Grade 12 Graduation Ceremonies, the top ten students in academic achievements shall be recognized with appropriate medals.

There shall also be Loyalty Awards and Fidelity Awards by the end of Grade 12 to be bestowed on students who have been with the school since Grade 1 and Preschool, respectively.

There will also be a separate list of Multiple Intelligences Awardees as determined based on the evaluation of a panel of Officers, Teachers, and Coaches using a scoring form containing specific criteria or rubrics, an interview, the MI Portfolio submitted by the Candidates, and, in certain cases, the Candidates outputs and/or performance.

Criteria for the selection of Awards Recipients are explicitly written in the Student Handbook of each Department.

#### O. Online Distance Learning Behavioral Expectations for Students

1. Always be respectful and courteous to other students and teachers during virtual check-in sessions. Inappropriate, offensive or threatening comments; misrepresentation of identity, and/or disruptive behavior by any participants during virtual check-in sessions will not be tolerated.
2. Students must use their respective accounts to log into a virtual check-in session. They have to log in on time daily, in all synchronous classes.
3. Login credentials must not be shared. Sharing of login information violates other students' and teachers' rights to confidentiality, and could allow class participation by unauthorized persons and/or lead to disruptive behaviors that detract from a productive and positive learning environment.
4. Students who are disruptive and/or "trespass" virtual check-in sessions will receive appropriate consequences in accordance with the Student Code of Conduct.



5. Consequences may result in temporary or permanent loss of technology access, which would prevent the student from participating in virtual check-in sessions. Students receiving this consequence would have assignments provided to the student's parent/guardian.
6. Students must dress appropriately.
7. Student videos must be on and their face visible at all times.
8. Students must be sitting at a desk, table, workstation, etc.
9. Student attendance is mandatory during each of the scheduled synchronous periods.
10. Any misbehavior will be documented in the portal for parents to view.

P. Online Distance Learning Guidelines for Parents/Guardians

1. Virtual check-ins are designed for students. To prevent disruptions to the learning environment, parents/guardians should not actively participate in check-in sessions, although parents/guardians may assist their child with technology and/or remain nearby.
2. They should not video record, audio record, photograph, live stream, or transmit in any other way any part of a virtual check-in, including not posting it on any social media platform.
3. Any confidential or personally identifiable information related to students' participation during virtual check-ins should not be collected, discussed or shared.
4. Parents/guardians should not engage with students during virtual check-ins. If they need to speak with their child during a check-in session, they have to first mute their child's microphone.
5. If a parent/guardian has a question, he/she may email his/her child's teacher.
6. Parents/guardians could email their child's school with any questions or concerns regarding privacy or virtual classroom expectations.

Q. Computer Ethical Use Agreement with Students and Parents/Guardians

Online learning resources, including the Internet, are to be used in a responsible, efficient, ethical, and legal manner in accordance with the Statefields School, Inc. Ethical Use Policy and Student/Parent/Guardian Contract. The school cannot guarantee the accuracy of the information or the appropriateness of any material on the Internet outside its Learning Management System. Therefore, a contract must be signed by both student and parent/guardian and be on file at the school of record. This agreement shall specify user (student) responsibilities and shall indemnify the school site from any damages. By signing, the parent or guardian understands that the Statefields School, Inc. is not responsible for materials acquired by the student from the Internet, for violations of copyright, users' mistakes or negligence, or any costs incurred by the user.

## R. Students' Obligations and Responsibilities as Computer and Internet Users

The use of e-mail is essential for communication between teachers and students. Students must use computers appropriately, agree to all rules of etiquette established by the Statefields School, Inc., and sign a statement acknowledging their understanding and acceptance of these rules. These rules include the following:

- Students will use the learning management system and its resources only for purposes related to education. Commercial, political, and/or personal use unrelated to an educational purpose is strictly prohibited.

- Students will use computers with consideration and respect. They are prohibited from accessing, posting, submitting, publishing, or displaying harmful matter or material that is obscene, threatening, disruptive, or sexually explicit; that could be construed as harassment, disparagement, or cyber bullying of others (sex, sexual orientation, age, disability, religion, or political beliefs); or that is intended to annoy, harass, intimidate, disrupt the operation of the program, or interfere with the rights of other students or staff.

- Vandalism will result in the cancellation of user privileges. Vandalism includes the intentional uploading, downloading, or creating of computer viruses and/or any malicious attempt to harm or destroy materials, data, or equipment.

- Students will give credit to others whose work is used. Neither Internet content nor the work of classmates will be cut, copied, or plagiarized. Students will abide by all copyright rules and regulations.

- Students will communicate via e-mail, instant messaging or LMS (learning management software) to teacher cautiously and with discretion. SSI reserves the right to monitor any online communication(s) for improper use. Electronic communications and downloaded material, including files deleted from a user's account, may be monitored or read by authorized school personnel. Student responsibilities include, but are not limited to the following:

- Refraining from including any information in e-mail or instant messaging that is not appropriate for printing or discussion in a public setting. Privacy cannot be assured in e-mail communications;
- Sending no unsolicited e-mail or instant message to classmates;
- Protecting the confidentiality of other users' mail or files. Students will not read the mail or files of others and shall not attempt to interfere with another user's ability to send or receive electronic mail or instant messaging, nor shall they attempt to delete, copy, or modify, or forge the mail of others;
- Keeping personal account numbers, home addresses, and telephone numbers private and protecting and keeping secret any passwords issued for course access;
- Reporting any communications that are inappropriate or which make them feel uncomfortable to the teacher, or other school personnel. Students should exercise caution in supplying information requested in e-mail communications, especially when such e-mails are from adults who ask for

personal information, attempt to schedule meetings, or encourage personal contact.

- The use of SSI online learning resources is a privilege, not a right, and inappropriate use may result in cancellation of those privileges. Students who fail to abide by SSI online learning policies shall be subject to disciplinary action, revocation of the user account, and legal action as deemed appropriate.

- Students will abide by all local and national laws and policies related to Internet usage. SSI administrators will cooperate fully with local and national government officials in the investigation of illegal activities conducted through the use of the Internet.

Students reported of violating the Netiquettes/Internet Ethical Use Policy will be notified of the alleged violation and given an opportunity to respond. If violations are confirmed, students may be assigned a failing grade and/or subjected to other disciplinary actions depending on the gravity of and surrounding circumstances to the violation.

#### S. Student Attendance Monitoring

The daily attendance and participation of learners may be checked and monitored in three ways. Every learner will be assigned a Learning Management System account. Each time the learner logs into the system, particularly during asynchronous learning activities, that instance is recorded. During synchronous sessions, all learners are provided with the corresponding Zoom access ID and Password to be able to join and attend such sessions. Similarly, the time a learner logs in and out of the synchronous activity, these instances are recorded and taken as the learner's attendance in the session. During the students' scheduled staggered small group face-to-face classes, their attendance is recorded once they checked in and go through the health and safety protocols.

The instances a learner logs in and out of the LMS during asynchronous activities, of Zoom classes during synchronous activities, and health and safety protocols system shall be consolidated periodically to serve as the learner's attendance record for a Term or for the entire year.

#### T. Student Organizations

Consistent with the noble intent of the school to holistically develop its students, particularly in the Multiple Intelligences and Positive Values, institutional organizations continue to exist and operate. These organizations are the Student Government for Elementary School, Junior High School, and Senior High School, Corps of Prefects for Junior High and Senior High, and The School Publication – Linkage for Elementary School and High School. During the SY 2021-2022, several Performing Arts Groups and Interest Clubs were revived not just to harness and

develop their interests and intelligences but to provide them as well needed break from academic work.

Students' Interpersonal, Verbal Linguistic, Musical, Bodily-Kinesthetic, Visual-Spatial, and Naturalist Intelligences as well as their Collaboration and Commitment to One's Work, Productivity, Responsibility, and Perseverance, and Concern for Others are being enhanced as they undertake various activities and outreach projects through these organizations. Outreach projects implemented last SY 2020-2021 were the Eco-Bottles Project, in cooperation with SEED4COM, Arts and Music Festival (ARAM), and KabiSSIg Art Commission. Looking at the tremendous success of these projects and lasting positive impact on the SSI Community, these projects will be enhanced and implemented again this SY 2022-2023.

Recollections in Grade 6 to Grade 12 have been revived to further promote the students' well-being, connectedness with self and others, and positivity.

#### U. Parents' Consultation with Teachers

In the Parents' Portal, particularly in the SSIConnect, there are downloadable appointment slips a parent may accomplish to schedule a meeting or conference with a teacher.

Both Learning Management Systems, Genyo for Preschool to Grade 6 and Quipper for Grades 7 to 12, have a mailing system or feature where teachers and parents can communicate.

The portal provides the email addresses of the different School Officers and Departments through which parents can elevate or raise specific concerns.

Certain departments and levels have created Facebook Messenger Group per class to serve as additional venue where announcements can be made and concerns can be addressed.

#### V. Notification to Parents

There are various ways the school may reach out to parents. Announcements may be posted on the school website, portal, Facebook page, and Twitter account. On a regular basis, at least once a month, the school issues a School and Parent Interlink (SPI) for important announcements, to disseminate new policies and programs, and to clarify or answer certain queries and concerns.

The school shall exhaust all means possible to inform parents of important announcements.