



South Mansfield College

# Learning Continuity Plan (2020-2021)

Plans for student safety, continuous learning and rigorous academic standards



# 1 Southville Global Education Network





## 2 Principal's Message

### Dear Students and Parents,

We are already in the last leg of the Academic Year 2019-2020. For this, congratulations to all for responding well to the global pandemic situation we are in. Our spirits may have been down due to the events that happened in Metro Manila, but our hopes and dreams for our children cannot be doused off by such terrible events. As our partner in educating the children, we have not stopped preparing for the opening of classes in August, 2020.

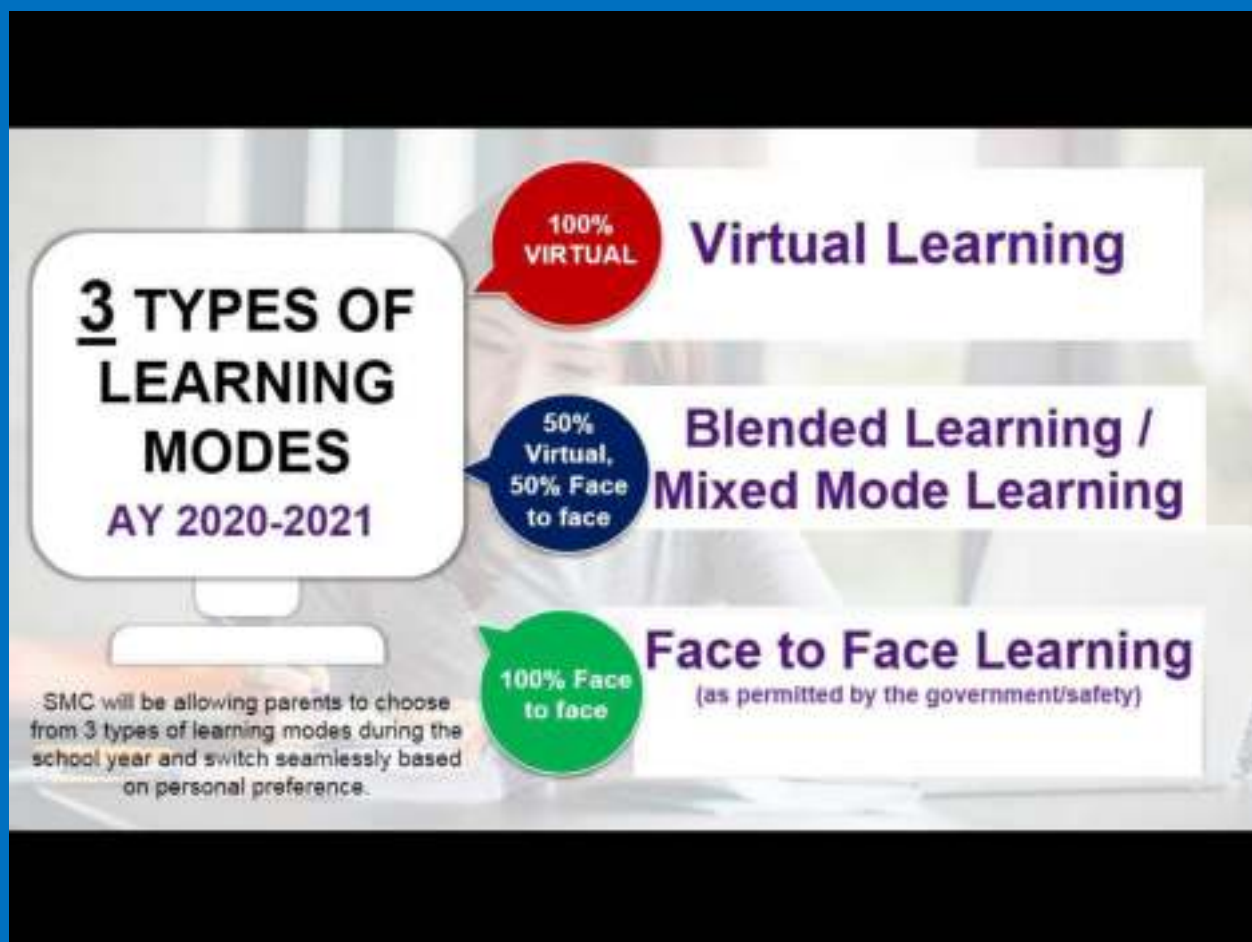
We look forward to a day when the government will finally declare that it is safe for our children to go to school. We sure miss the laughter and voices of our students ringing in the campus. However, like the rest of the world, we are captive to the pandemic and we all are compelled to stay at home. On top of what is happening, we have prepared a continuity plan for our students for Academic Year 2020-2021. We hope that this document will give you the big picture of how South Mansfield College will be delivering education in the coming Academic Year 2020-2021.

  
Rolly S. Donato, MAEd, cPhDM  
School Principal



### 3 Modes of Learning

The educational aspirations of our students, along with their health and safety and that of the faculty and staff, remain the school's highest priority.



### 3.1 SGEN HOMESCHOOL PLUS (Virtual Classroom / Online Learning (100% Online)

SMC will begin the academic year through Online Distance Learning (ODL) Classes, for a week (or more, as mandated by the government following the ECQ or GCQ protocols). All classes from Pre-School to Senior High School will be met through an **interactive learning environment, designed to stimulate dialogue between the teacher and students, and among students themselves, utilizing platforms like the Google Classroom and Google Meet/ Hangouts Meet.**

## BASIC ELEMENTS: VIRTUAL LEARNING

01

Facilitated by  
a Professional  
Teacher



02

Live student -  
teacher and  
student -  
student  
interaction and  
collaboration



03

Availability  
of lessons  
and activities  
anytime



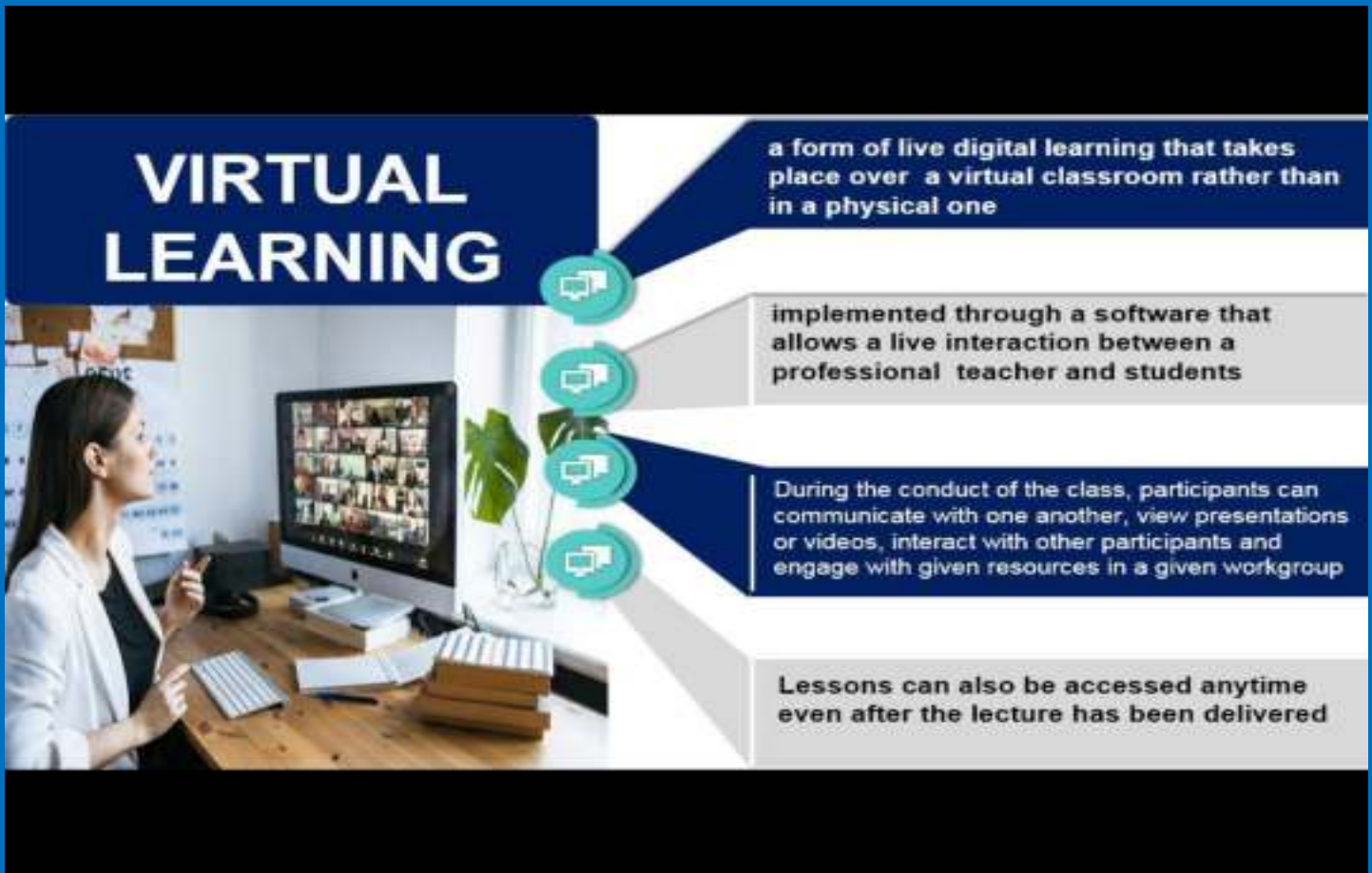
04

Timely  
feedback  
given on  
students  
holistic  
performance





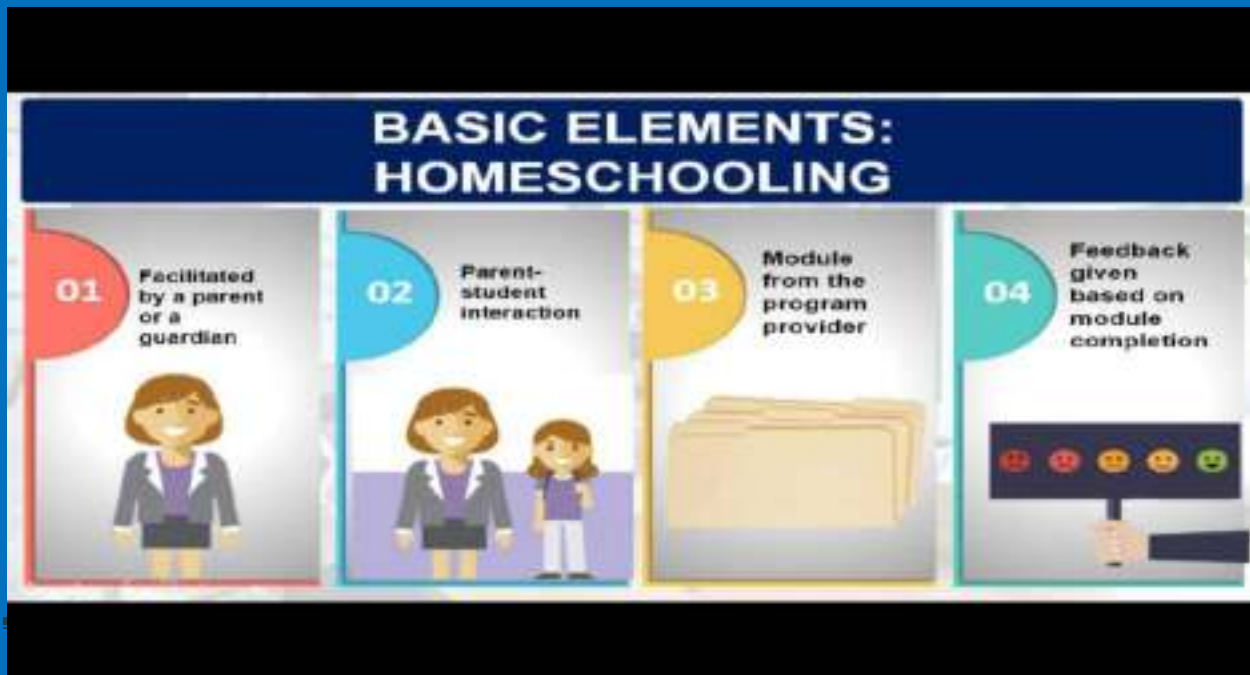
## SGEN VOLT (Virtual Online Home School Plu



### VIRTUAL LEARNING

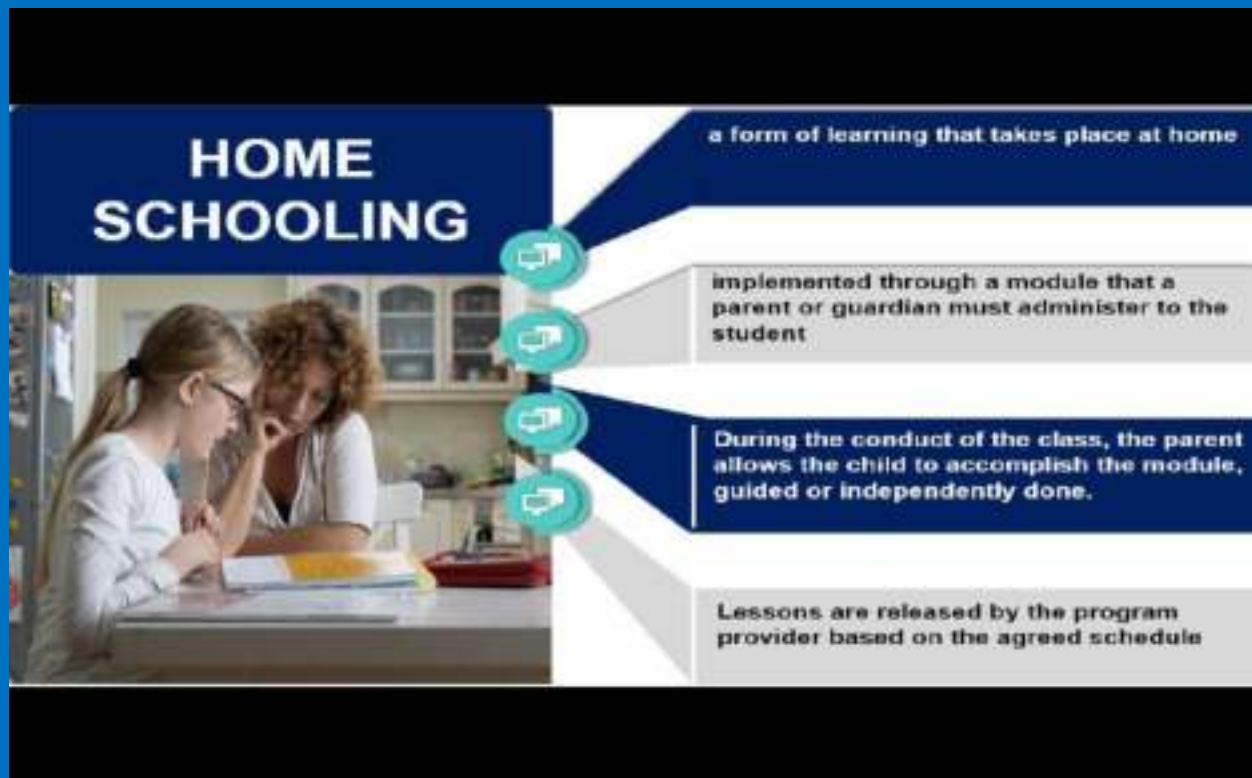
- a form of live digital learning that takes place over a virtual classroom rather than in a physical one
- implemented through a software that allows a live interaction between a professional teacher and students
- During the conduct of the class, participants can communicate with one another, view presentations or videos, interact with other participants and engage with given resources in a given workgroup
- Lessons can also be accessed anytime even after the lecture has been delivered

### Other Schools' Regular Homeschooling

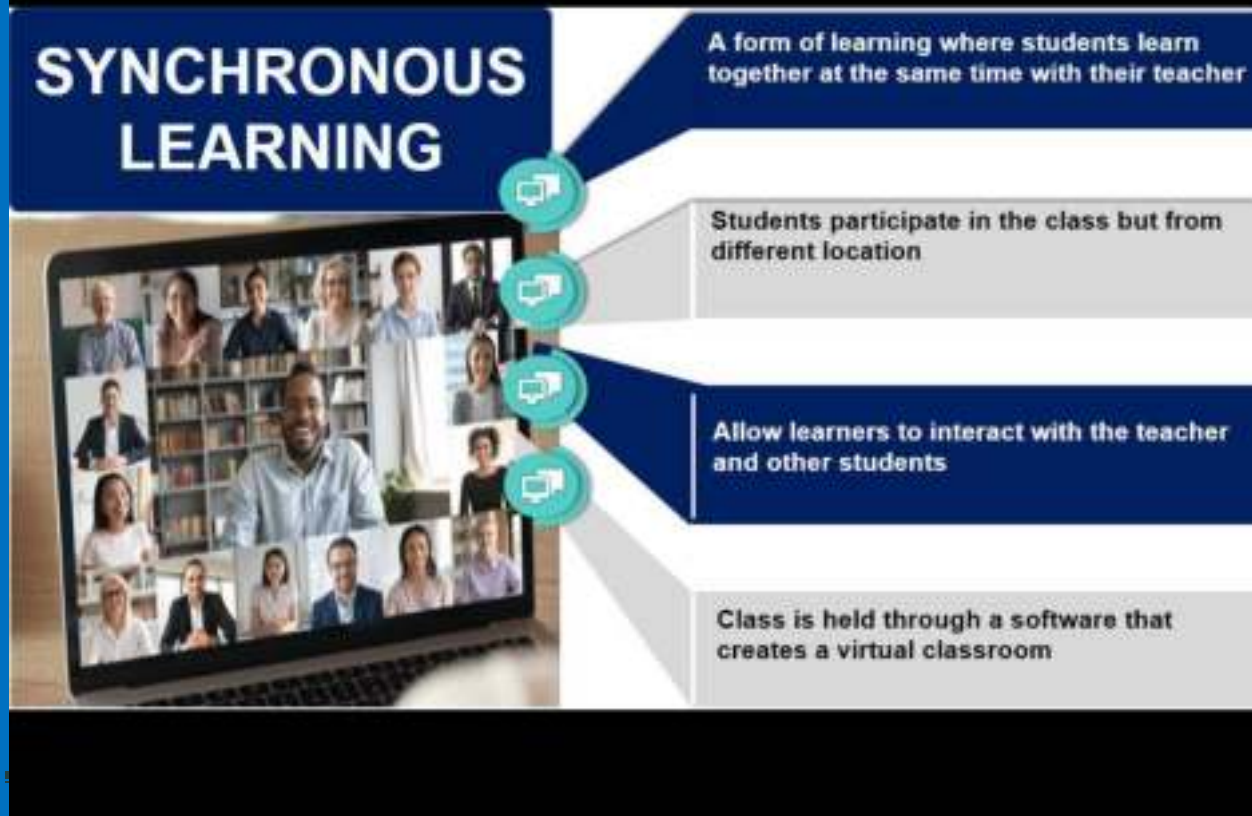


### BASIC ELEMENTS: HOMESCHOOLING

- 01** Facilitated by a parent or a guardian
- 02** Parent-student interaction
- 03** Module from the program provider
- 04** Feedback given based on module completion



## SGEN VOLT (Virtual Online Home School Plus





### 3.2 **Blended Learning (50% Online & 50% Face- to- Face with Social Distancing)**

Once there is a decision by the proper authorities permitting learners and teachers to leave their home for school purposes, SMC will move to a Blended Learning modality, where students will experience 50% ODL and 50% Face-to-Face learning.

For Blended Learning, students in a class are divided into two groups, each group having face-to-face meetings with the teachers on alternate days twice a week and doing online activities on the remaining week days. The reduced number of students per class will allow the students to practice proper social distancing. It will also allow the teachers and school personnel to closely monitor the students' movements inside the campus as well as the latter's proper hygiene practices.

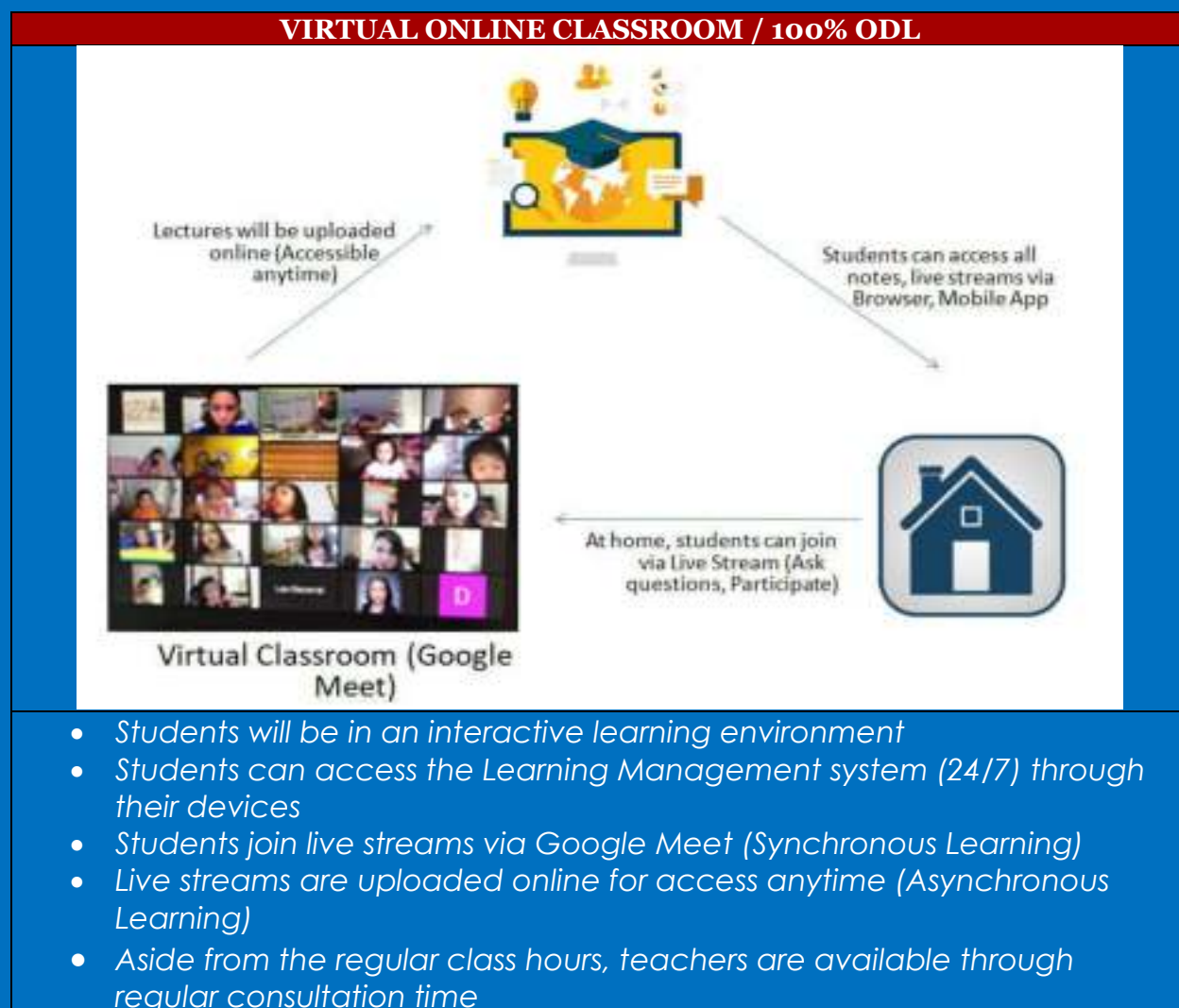
There will also be an option given to parents/students to continue with Virtual Classroom (or 100% ODL). This will entail students to join Live Streams via Google Meet.



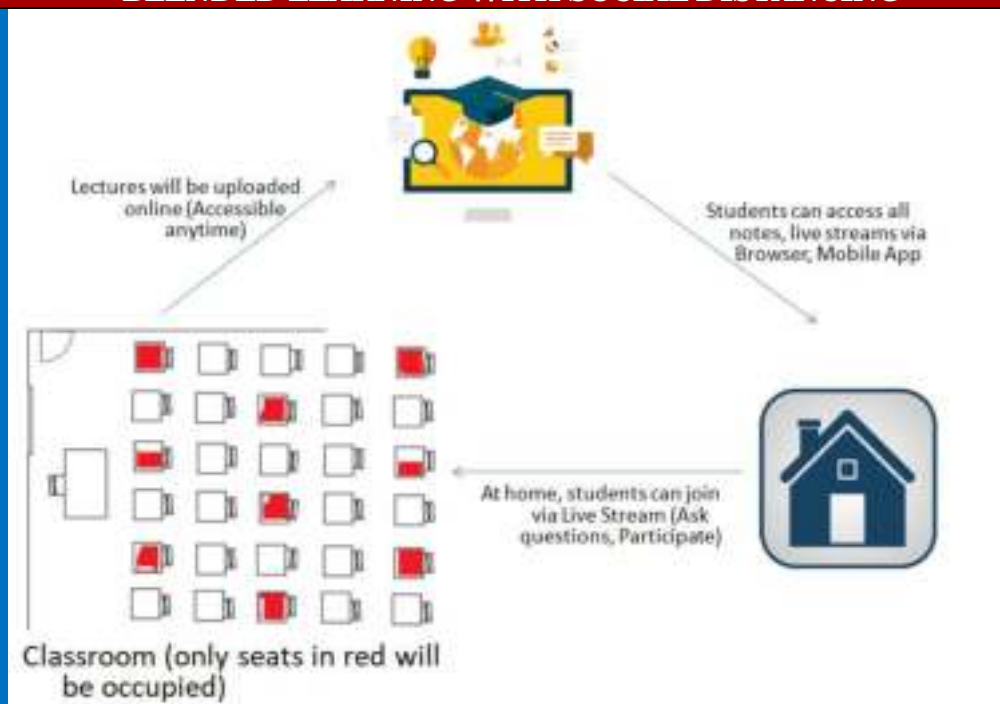
### 3.3 Face-to-Face Instruction

Once the government eases the social distancing restrictions, SMC will gradually and sensibly go back to Face-to-Face Instruction, with continued careful consideration to safety and health risks.

Below is a diagram showing how the different modes of learning will happen in SMC.



## BLENDDED LEARNING WITH SOCIAL DISTANCING



- Students will have 50% Online Instruction and 50% Face- to- Face with Social Distancing
- Students can access the Learning Management system (24/7) through their devices
- Students who opt to have Full Online Classes will be able to join through Live Streaming (Synchronous Learning)
- Live streams are uploaded online for access anytime (Asynchronous Learning)
- Teachers are available during class-hours, and regular consultation time for discussion



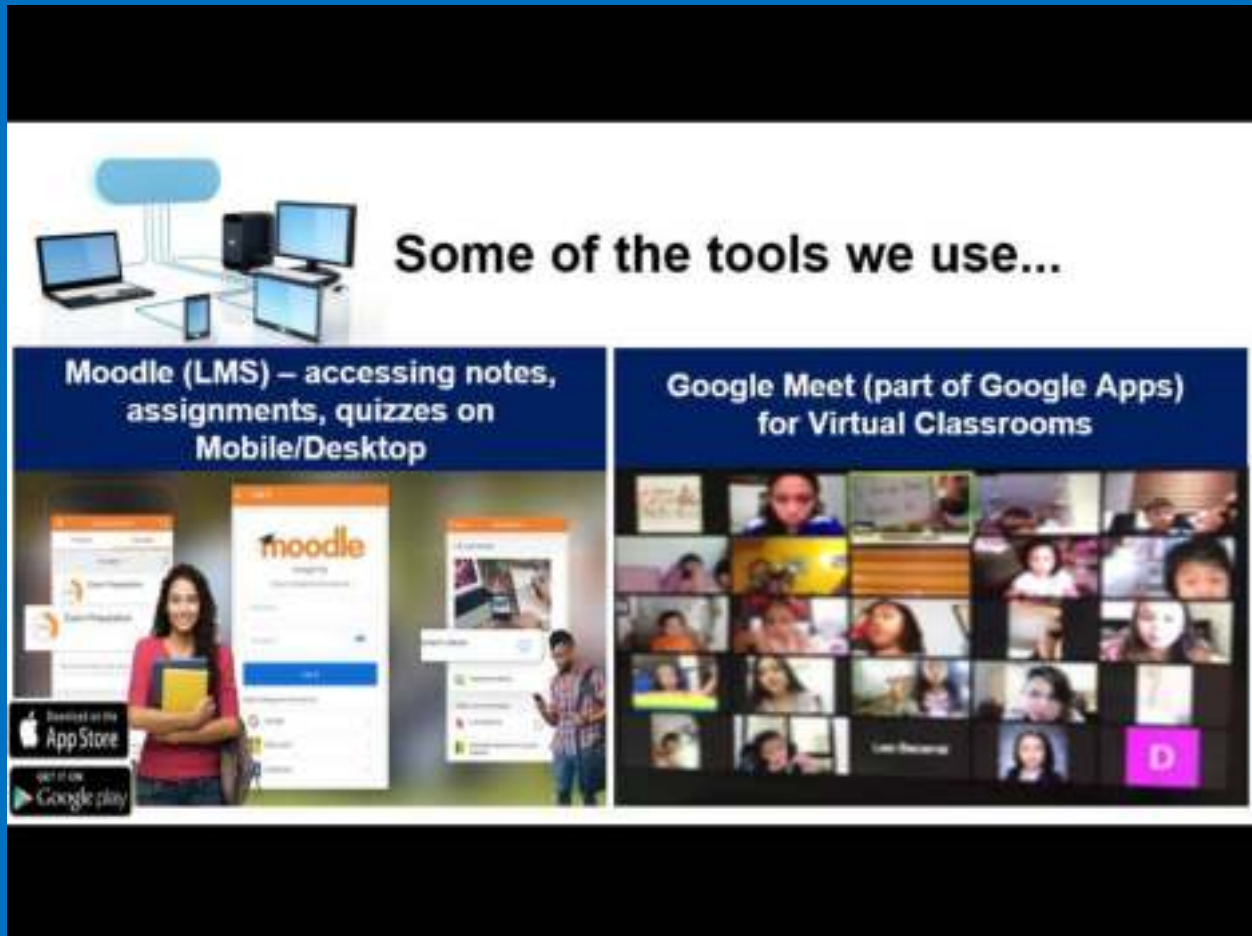
## 4 Technology

**4.1** South Mansfield College (SMC) has been using an Online Learning Management System (LMS) for a few months now through MOODLE and Khan Academy. Some parents may have received the Khan Analytics Report showing the tracking of hundreds of skills of each student which is stored in an SGEN Big Data Academic Database.




Rather than just storing grades (e.g. 85, 90), we ensure we have more specific data such as “Can simplify irregular expressions” or “Has watched video on Mitosis”. The school fully launched its Learning Management System using Collaborative apps such as the Google Productivity Suite (Docs, Gmail, Meet, Hangout, Google Classroom). It has also been using more sophisticated areas of online learning management namely Flipped classroom, Big Data Analytics, Real-time data, and E-mail notifications to parents.

The LMS (MOODLE) allows students to access all notes, lectures, formative assessments, announcements.





MOODLE is available using multiple platforms:

<b>Via Web Browser:</b> Students may navigate to <a href="https://moodle.southville.edu.ph">https://moodle.southville.edu.ph</a>	
<b>Android Mobile App:</b> Students can download at <a href="https://play.google.com/store/apps/details?id=com.moodle.moodlemobile">https://play.google.com/store/apps/details?id=com.moodle.moodlemobile</a>	
<b>Apple Mobile App:</b> Students can download at <a href="https://itunes.apple.com/app/moodle-mobile/id633359593?mt=8">https://itunes.apple.com/app/moodle-mobile/id633359593?mt=8</a>	



- 4.2** To ensure students will be able to complete their schoolwork and participate in Remote (Live) virtual classes, South Mansfield College (SMC) uses the Google Suite for Education which provides Collaboration tools (Gmail, Meet, Hangouts), Document writing tools (Sheets, Docs), Productivity resources (Drive, Calendar) and much more.

## 5 Technological Support and Other Needs

### 5.1 *Devices/Gadgets*

Each student is required to have access to devices appropriate for online learning with Wi-Fi capability. Below is the recommended specifications:





# VIRTUAL LEARNING DEVICES



**Grade 3 to  
College**

1. Can connect to the internet

2. Installed with web browsers  
(Google Chrome, Safari, etc)

3. Can take video calls equipped  
with audio and video tools

4. Can create, edit and save  
documents

# VIRTUAL LEARNING DEVICES



**Grade 3 to  
College**

5. Can create, take, edit and save  
multimedia files such as images, audio and  
video

6. Can support Google Suite applications  
such as docs, sheets, slides, forms, etc

## RECOMMENDED DEVICES

# TABLET



**SPECIFICATIONS**

- Any brand
- Android/iOS version 8 or higher
- Processor speed of 1.2 - 2.2 GHZ or higher
- 3000 mAh battery life (at least)

## RECOMMENDED DEVICES

# LAPTOP



**SPECIFICATIONS**

- Any brand
- 7th to 9th Generation Intel i3 or i5, 2.66 GHZ and up processor
- 256 to 500 SSD (solid state drive)
- 4 gb memory (at least)

## RECOMMENDED DEVICES

# DESKTOP



**SPECIFICATIONS**

- Any brand
- 7th to 9th Generation Intel i3 or i5, 2.66 GHZ and up processor
- 256 to 500 SSD (solid state drive)
- 4 gb memory (at least)

## VIRTUAL LEARNING PLATFORMS



LEARNING  
MANAGEMENT  
SYSTEMS



COLLABORATION  
PLATFORMS



COMMUNICATION  
TOOLS



ASSESSMENT  
TOOLS






## 5.2 Learning Materials

Physical Books will be available upon enrolment. Textbooks will be used during the school year and will remain to be one of the resources for learning. Materials and worksheets (especially for Pre-School) will be provided ahead of time. Parents and children will be given enough time to complete the assigned activities. There will also be supplemental resources available like audio, videos, YouTube links, book references and other online materials.

**5.3** Topics students will be learning weekly will be found in the Academic Weekly Planner released every Friday. Below is an example of the AWP given to students:



**South Mansfield College**  
A.Y. 2019 - 2020  
ACADEMIC WEEKLY PLANNER (AWP)

Level: Grade 7 - Altruism Week of: 12 | May 11-15, 2020

Activities	MONDAY May 11	TUESDAY May 12	WEDNESDAY May 13	THURSDAY May 14	FRIDAY May 15
Date:	May 11	May 12	May 13	May 14	May 15
Value of Week	Taking Responsibility for One's Actions and Behavior				
English Communication Arts	<b>CHECKING AND EVALUATING</b>				
Math					
Science					
SLGE					
Filipino					
Special Subjects	RVED 1: GRASPS RVED 2: GRASPS	AI: RVED 1: GRASPS RVED 2: GRASPS	FinLit: RVED 1: GRASPS	Genius Hour: Project Making TLE: GRASPS Submission/Completion of Requirements E-Math: RVED 3 GRASPS	
Readings To Do					
<p><b>ANNOUNCEMENTS:</b> Posters to Review for your <b>ONLINE THIRD TERM EXAM</b> will be posted by your subject teachers on your Google Classroom starting Tuesday. Official announcement regarding the <b>Subjects with Term Exam</b> and no. of items will be available on your Homeroom Google Classroom on or before Monday</p>					

Note: Google classroom for P.E. is also available and can be accessed by the students at their most convenient time or as advised by their subject teacher. SPECIAL FILIPINO Google Classroom is already available. Please ENROLL. Materials needed for the subject and important reminders are posted there. Please communicate with your teacher.

*"I like things to happen. And if they don't happen, I like to make them happen." - Winston Churchill*


AWP Sign: \_\_\_\_\_  
 Date of (12) May 11-15, 2020  
 Signature: \_\_\_\_\_  
 I received the AWP  
 I read and understood the AWP  
 Name of your child: \_\_\_\_\_





## 6 Sample Schedule

### Pre-School




# South Mansfield College

## CLASS SCHEDULE First Term AY 2020-2021

SMC/Q25-ADP-011 **Pre-Kinder Lilac (Group A) - T. Denise Charleen M. Molinar**


Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 9:15	Exploration Time F2F	Exploration Time <u>Livestream</u>	Exploration Time F2F	Exploration Time <u>Livestream</u>	Movie Time/ Values Integration F2F
9:15 – 9:35	Morning Circle Time F2F	Morning Circle Time <u>Livestream</u>	Morning Circle Time F2F	Morning Circle Time <u>Livestream</u>	Quiet Time/ Mindfulness Exercise F2F
9:35 – 9:45	Story Time F2F	Story Time <u>Livestream</u>	Story Time F2F	Story Time <u>Livestream</u>	P.E./ Playtime F2F
9:45 – 10:15	Skill Building 1 (ELA, MATH, TS) F2F	Skill Building 1 (ELA, MATH, TS) <u>Livestream</u>	Skill Building 1 (ELA, MATH, TS) F2F	Skill Building 1 (ELA, MATH, TS) <u>Livestream</u>	
10:15 – 10:45	Snack Time				
10:45 – 10:55	Second Circle Time F2F	Second Circle Time <u>Livestream</u>	Second Circle Time F2F	Second Circle Time <u>Livestream</u>	
10:55 – 11:35	Learning Shops F2F	Learning Shops <u>Livestream</u>	Learning Shops F2F	Learning Shops <u>Livestream</u>	
11:35 – 11:50	Skill Building 2 (ELA, MATH, TS) F2F	Skill Building 2 (ELA, MATH, TS) <u>Livestream</u>	Skill Building 2 (ELA, MATH, TS) F2F	Skill Building 2 (ELA, MATH, TS) <u>Livestream</u>	
11:50 – 12:00	Third Circle Time/ Dismissal F2F	Third Circle Time/ Dismissal <u>Livestream</u>	Third Circle Time/ Dismissal F2F	Third Circle Time/ Dismissal <u>Livestream</u>	

### Grade School

 <b>South Mansfield College</b> CLASS SCHEDULE First Term AY 2020-2021 SMC/Q25-ADP-015 Rev 000 <b>Grade 1 Kindness (Group A) – T. Karla Mae C. Lumaad</b>					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:15	HR/ Penmanship				
8:15 – 9:05	ELA F2F (T. Karla Lumaad)	SLGE Guided Online Study (T. Ana Viva)	ELA F2F (T. Karla Lumaad)	ELA Livestream (T. Karla Lumaad)	P.E. F2F (T. Paolo Leyva)
9:05 – 9:20	Math F2F (T. Patricia Cortez)	ELA Guided Online Study (T. Karla Lumaad)	Math F2F (T. Patricia Cortez)	Math Guided Online Study (T. Patricia Cortez)	Art F2F (T. Ana Viva)
9:55 – 10:25	Recess				
10:25 – 11:15	Science F2F (T. Sarah Nilo)	Math Livestream (T. Patricia Cortez)	Science F2F (T. Sarah Nilo)	Science Guided Online Study (T. Sarah Nilo)	Science F2F (T. Sarah Nilo)
11:15 – 12:05	RYED F2F (T. Karla Lumaad)	Science Livestream (T. Sarah Nilo)	Art F2F (T. Patricia Cortez)	SLGE Livestream (T. Ana Viva)	Math F2F (T. Patricia Cortez)
12:05 – 12:35	Lunch				
12:35 – 1:25	Assembly F2F (12:35-1:05)	Math Livestream (T. Karla Lumaad)	SLGE Guided Online Study (T. Karla Lumaad)	Math Livestream (T. Karla Lumaad)	Math F2F (T. Patricia Cortez)
1:25 – 2:15	HOMEROOM/ DISMISSAL				



## High School

 <b>South Mansfield College</b> CLASS SCHEDULE First Term AY 2020-2021 Grade 7 Altruism (Group A) – T. Luke Alcaide					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:30 - 8:00	Homeroom/HR Life				
8:00 - 9:00	ELA F2F (Ms. Amina Tan)	ELA Guided Online Study (Ms. Amina Tan)	ELA F2F (Ms. Amina Tan)	ELA Livestream (Ms. Amina Tan)	P.E. F2F (T. Paolo Leyva)
9:00 - 10:00	Math F2F (Ms. Erme Capadoc)	ELA Guided Online Study (Ms. Amina Tan)	Math F2F (Ms. Erme Capadoc)	Math Guided Online Study (Ms. Erme Capadoc)	Art F2F (Mr. Paolo Leyva)
10:00 - 10:30	Recess				
10:30 - 11:00	Math F2F (Ms. Erme Capadoc)	Math Livestream (Ms. Erme Capadoc)	Science F2F (Mr. JC Capistrano)	Science Guided Online Study (Mr. JC Capistrano)	Science F2F (Guided Online Study) (Mr. JC Capistrano)
11:30 - 12:30	EVED F2F (Mr. Luke Alcaide)	Science Livestream (Mr. JC Capistrano)	AI F2F (Ms. Celsa Bantora)	SLGE Livestream (Mr. Jerwin Daria)	Science F2F (Guided Online Study) (Mr. JC Capistrano)
12:30 - 1:00	Lunch				
1:00 - 2:00	Science F2F (Mr. JC Capistrano)	Filipino Livestream (Ms. Thessa Aranao)	Filipino Guided Online Study (Ms. Thessa Aranao)	SLGE Livestream (Mr. Jerwin Daria)	Science F2F (Guided Online Study) (Mr. JC Capistrano)
2:00 - 3:00	Science F2F (Mr. JC Capistrano)	SLGE Guided Online Study (Mr. Jerwin Daria)	Health Guided Online Study (Mr. JC Capistrano)	SLGE Guided Online Study (Mr. Jerwin Daria)	Science F2F (Guided Online Study) (Mr. JC Capistrano)
3:00 - 3:30	HOMEROOM/ DISMISSAL				

As of May 18, 2020

Effective August 17, 2020

## 7 Assessment

**7.1** It remains crucial that teachers find ways to find evidences of learning. Students will be assessed and evaluated using the formative and summative assessments. This will be in the form of quizzes, performance tasks, and term exams using online exam platforms.

The output that students will demonstrate should reflect the skills learned in all subjects. Therefore, projects will be integrated. Non-core subjects will not necessarily require projects. Instead, they will collaborate with a core subject teacher's authentic assessment for students. The teachers will give more formative assessments and are required to give feedback about the progress of the student.

Following our practice, a Report Card per term will be issued to the parents online or physically when possible.



7.2 The grades of the students for the current school year will be available on June 15, 2020. The grades will be composed of online tasks, GRASPS and term exams. The report card will be in PDF form and will be sent to the parents. The report card will also be available for pick up in the school from the Registrar's Office.

## 8 Online Conduct Code

### 8.1 **Recommended Dress Code.**

South Mansfield College (SMC) is proud of its tradition of having well-groomed and decently properly attired students. During Virtual Classes, students are expected to be respectful of the virtual classroom environment. Students may wear civilian clothes following SMC's dress code:

*"When students are allowed to wear civilian clothes, they should demonstrate respect for themselves and for the school through their manner of dressing and appearance. Immodest attire (abbreviated shorts, singlet skirts, tank tops, bare midriffs, halter tops, tube tops, see-through clothes), distracting appearance, or obscene/suggestive words/slogans/are not allowed." (Student Handbook)*



**8.2 Online Code of Conduct.** In addition to what's written in the Student Handbook, the following must be observed by all students:

☐ **Respectful Communication.**

*Students must:*

- Follow SMC Policy for the use of technology resources.
- Be respectful of classmates and teachers. Allow others to speak, invite others to share, and respect other's ideas.
- Keep image "live" during class sessions. It is important to make eye contact into your camera to demonstrate your commitment to learning.
- Turn-off the microphones during discussions, and when it is not yet time to speak. Remember that teachers and classmates can hear noises in your environment such as whispering, chewing, sneezing, and tapping your pen or pencil, etc. Keep distractions to a minimum by muting microphones.

☐ **General Online Etiquette**

*Students must:*

- Avoid side conversations and multitasking.
- Save meals and snacks between classes or at the designated time given. Eating during class is generally frowned upon, and being in a virtual classroom is no different.
- Put your best virtual foot forward!





## 9 Academic Calendar

### 9.1 *Year-End Activities.*

For the remaining weeks of the current academic year, here are the important dates and events:

May 18-22 – Third Term Final Performance Tests (Non-Graduating Students)

May 25-29 – Virtual Home Visits

June 11-16 – Third Term PTC

### 9.2 *Summer Program*

Summer Programs will be from June 29 to July 24, 2020. South Mansfield College (SMC) will offer Enhancement and Booster Programs on English, Math, and Science. For interested students who would like to learn a new craft or develop a skill, there will be Online Distance Learning Classes on Reading, Writing, Arts, Music, and other online related activities.

### 9.3 *Opening of Classes for A.Y. 2020-2021*

For Academic Year 2020-2021, classes will open on August 17, 2020 (Monday) with the Online Distance Mode of Learning. The school will eventually move towards Blended Mode of Learning, as soon as the government permits.



## 10 School Services and Student Support

### 10.1 *Admissions and Documents Request*

Online and off-campus requests and transactions may be done via the following methods:

- For document requests, you may email [smc@smc.edu.ph](mailto:smc@smc.edu.ph) with "Document Request" as subject.
- For admission inquiries, you may email [smc@smc.edu.ph](mailto:smc@smc.edu.ph) or message 02-8623036. You may also visit our website page at [smc.edu.ph](http://smc.edu.ph) for more details.

### 10.2 *Registration and Enrolment*

South Mansfield College (SMC) has an existing system for Online Registration, Admissions and Enrolment. You may access and fill out the registration form online through this link - [https://bit.ly/SMC\\_OnlineRegistration2020](https://bit.ly/SMC_OnlineRegistration2020) for Returning Students and : <https://bit.ly/BEdApplication2020> for New Students.

Once you are done with the registration, you will receive an email of your official tuition fee assessment coming from the Accounting Office. You may pay online and send us the receipt of payment through [smc-accounting@southville.edu.ph](mailto:smc-accounting@southville.edu.ph) with the "[Student Name} Deposit Slip Tuition Fee" as subject. Here are our bank details:

BDO

Account Name: South Mansfield College Inc.

Account No.: 6490-042-729

Branch: Putatan Muntinlupa

East West

Account Name: South Mansfield College Inc.

Account No.: 2000-2392-6031

Branch: Poblacion Muntinlupa



### 10.3 Online Counselling

The current health crisis brought about by COVID-19 has been stressful and overwhelming to everyone, especially to our students. The Counselling and Psychological Services (CAPS) Office is available for counselling. Parents and/or students may send an email to our Guidance Counsellor, Ms. Ace, at [Acealmagrace\\_apura@southville.edu.ph](mailto:Acealmagrace_apura@southville.edu.ph) with [ONLINE COUNSELLING] as your subject. After receiving your email, Ms. Ace will contact you for your Google Meet schedule.

### 10.4 Communication

During the time of Online Classes, communication will be through email and other social media platforms. For any inquiry or concern, you may email us at [smc@smc.edu.ph](mailto:smc@smc.edu.ph) or send a message through our Official Facebook Page – <https://www.facebook.com/southmansfield/>. You may also direct your concerns to the following people:

Mr. Rolly S. Donato, School Principal – [ardeed@southville.edu.ph](mailto:ardeed@southville.edu.ph)

Ms. Jennifer C. Pre, Deputy Principal – [jennifer\\_pre@southville.edu.ph](mailto:jennifer_pre@southville.edu.ph)

Ms. Rhoda Abanador, School Registrar and Student Services Head – [dang\\_abanador@southville.edu.ph](mailto:dang_abanador@southville.edu.ph)

Ms. Julieta Kilapkilap, Finance Head – [julietp@southville.edu.ph](mailto:julietp@southville.edu.ph)

Mr. Raymond , Administration Officer [raymond\\_cuneta@southville.edu.ph](mailto:raymond_cuneta@southville.edu.ph)

Mr. Charles Abedejos – [charlito\\_abedejos@southville.edu.ph](mailto:charlito_abedejos@southville.edu.ph)

Department Coordinator for ECED, Ms. Gwen Marie Faminialagao  
[gwen\\_faminialagao@southville.edu.ph](mailto:gwen_faminialagao@southville.edu.ph)

Department Coordinator for Grade School, Ms. Eunice Jane Resurreccion  
[eunice\\_resurreccion@southville.edu.ph](mailto:eunice_resurreccion@southville.edu.ph)

Department Coordinator for Junior High School, Mr. Amiel Yacon  
[amiel\\_yacon@southville.edu.ph](mailto:amiel_yacon@southville.edu.ph)

Department Coordinator for Senior High School, Ms. Natalie Relampagos  
[natalie\\_relampagos@southville.edu.ph](mailto:natalie_relampagos@southville.edu.ph)



### 10.5 *Communication*

When classes resume to Blended Learning and students will be able to go to school, the Student Diary will be used as the main source of communication. When possible, and hopefully soon, parents are welcome to personally meet with the School Principal or any of our teachers.

## 11 **School Fees**

SMC is happy to announce that there will be NO TUITION FEE INCREASE for Academic Year 2020-2021. This is despite the high expense that Online teaching demands in terms of salaries of the teachers and staff, upgrading of the school's internet capability, payment for licenses of online programs, making of modules (depending on the subject) and also, the maintenance of the SMC Learning Management System (technical aspect) and SMC Content Management System (curriculum aspect).

Classes will be adjusted to a smaller class size to manage and respond to social distancing. This means that there would be a need for more teachers as the ratio of teachers and students will become smaller. Comprehensive Growth Series (CGS), Field Trips, Extended Learning Activities, and other outdoor activities will be carried out only when possible. Fees to these events may be paid during enrolment or will be collected as they happen within the school year.





## 12. Safety Protocols

We will institute protocols to ensure the safety and well-being of students, employees and the broader community. Besides social distancing, the measures include:

- Wearing of masks upon entry to school gates, and keeping masks on while inside the campus;
- Checking of temperature upon entry to the campus and inside the classroom;
- Submitting health declaration forms before coming to school;
- Requiring everyone to bring their own sanitation supplies such as soap, alcohol, tissues and face masks;
- Promoting best hand washing and hygiene practices and providing hygiene supplies;
- Coughing or sneezing into a tissue or elbow and avoiding touching the face, eyes, mouth, and nose;
- Providing children with information on how to protect themselves;
- Encouraging children to ask questions and express their concerns;
- Having recess and lunch in the classrooms;
- No holding of assemblies and major activities attended by more than 30 people;
- Monitoring children's health and keeping them home from school if they are ill.



We will institute protocols to ensure the safety and well-being of students, employees and the broader community. Besides social distancing, the measures include:

- Keeping own trash bag and bringing home one's own trash,
- Increasing airflow and ventilation.
- Cleaning and disinfecting campuses at the end of each day;
- Disinfecting thoroughly buildings, classrooms, offices and facilities; and
- Providing an isolation area (apart from the clinic) and implementing health protocols as a measure to reducing the risk of possible infection.

The seriousness and fluidity of the COVID-19 pandemic means our plans are subject to change but we will keep you informed of any developments. We are very confident that SMC will ultimately return to a full, in-person school experience as we focus on finding a safe way to return to learning on campus. We look forward to the day when we celebrate our school's reopening and welcome the children into our classrooms once again.

Rest assured that the school will do everything that it can to prepare for the needs imposed by the "new normal" we are all experiencing.

South Mansfield College wishes you and your family a safe and healthful summer.

  
Ms. Theresita R. Yague, Ed.D.  
School President