



Hybrid Learning Approach: e - ScHOLA Primer

School Year 2020 - 2021



Introduction

As we opened the year 2020, series of unfortunate happenings struck Cavite and nearby provinces. First, there was the Taal volcano eruption in January which rendered houses, commercial centers, and schools covered with thick ashes. Our institution, St. Scholastica's College – Westgrove was not spared. All our buildings, trees, and grounds were also covered with thick ashes. The governor then declared class suspension for two weeks. Second, the pandemic crisis of coronavirus or COVID-19 which peaked in March shook the whole world affecting the lives of many nations and peoples around the world. Several deaths were reported and our government had to act fast to help its peoples survive and keep safe. The whole provinces of Luzon and some areas in Visayas and Mindanao were placed under lockdown. Churches, schools, and businesses were forced to temporarily close. The church in particular had to devise ways and means to reach its peoples through Holy Mass via online streaming. Schools had a sudden shift to online teaching and learning for the last quarter of the school year until this incoming school year. This is the “**new normal**” situation.

As our response to COVID-19, St. Scholastica's College – Westgrove will pursue a **hybrid learning educational delivery model** that ensures quality education and safety among our students. Our institution's learning framework “**e-SCHOLA**”, referred to as **Empowering Scholasticans through Hybrid Learning Approach** aims to link your home to school. It will provide Scholasticans an advantageous environment that promotes learning continuity through your homes with the use of the institution's learning management system and virtual classroom set-up.

In keeping with the mission of the school to intensify the programs of actions in providing a holistic formation anchored on academic excellence as a social responsibility, we adhere to the transition to the new normal in the academe. We will involve technological competence and capability in the implementation of the teaching-learning process starting this school year 2020 – 2021. We guarantee that the whole Scholastican community will arrange flexible learning opportunities for all learners that are developmentally appropriate.

Despite the various limitations, the whole school community, therefore, commits to empower all Scholasticans with a creative and positive learning environment permeated with a love for learning. We are now pleased to share with you this primer for our learning continuity plan. This will serve as your practical guide as we embrace the new normal in the academe.



I. Academic Program

“e-SCHOLA” is the learning framework of the school in this New Normal. This links the home and school of every Scholastican which allows them to learn in the Benedictine way. In this program, St. Scho Westgrove aims to Empower Scholasticans through Hybrid Online Learning Approach.

A. Instruction

1. Teaching – Learning Process Approach

The school has adopted the **Hybrid Learning Approach**. It is a designed mixture and integration of instructional modalities, delivery media, instructional methods, web-based technologies, both synchronous and asynchronous. This approach provides learners with uninterrupted, efficient and effective instruction experience in or out of crises (pandemic disease, disasters, calamities, etc.)

2. Modalities and Delivery of Instructions

Mode of Instruction	Delivery of Instruction	Class Schedule	Subjects	No. of students per class
Modal A (Normal Situation)	Face – to Face; regular classroom set-up	7:30 am – 3:40/4:40 pm	Regular Class Schedule	Maximum of 39 students
Modal B (On Suspension of Classes for a week due to Taal eruption, typhoon, etc.) Note: 1st day – no homework 2nd day onwards – with homework	Distance Learning (synchronous and asynchronous mode of delivery of instruction will be implemented)	8: 00 am to 12:00 pm only (to limit screen -time use per day)	4 subjects a day	Maximum of 39 students



Modal C (ECQ/GCQ)	Distance Learning - synchronous and asynchronous mode of delivery of instruction will be implemented)	8:00 am to 12:00 pm only (to limit screen - time use per day)	4 subjects a day	Maximum of 39 students
Modal D (NO ECQ, MECQ or GCQ but with required social distancing)	Blended Learning (F2F and online)	7:30 am to 4:40 pm GS - M-W-F HS – T-Th-S (Sat – online)	7-8 subjects a day	15-20 students

3. Basis of the school for shifting from one modal to another

St. Scho Westgrove will comply with the Department of Education's order to suspend face-to-face classes until the vaccine for the coronavirus disease is available. Thus the rationale for shifting to online distance learning. Announcement from the DepEd and the office of the President will be our basis of shifting from one modal to another.

4. Implementation of the Distance Learning

The platform for the school's Learning Management System will be **G-Suite for Education** and **Aralinks Life** wherein the posting of online learning materials, virtual classroom activities, assessments, and recording of scores will be implemented. Zoom and Google Meet will be used for live classroom discussions. Recorded videos and remote learning resources will be uploaded through a private **YouTube** channel. The aforementioned educational platforms will be used across all levels.

5. Content of the Lesson

The school will implement the use of the Most Essential Learning Competencies (MELCs) issued by DepEd. This is to give due consideration to screen time and limited internet access to learners.



6. Number of meetings per week

There will be less number of meetings per week per subject. Each subject will be required to have a real-time session with the learners, consultation with the teacher, offline sessions through learning packets available in our **private YouTube** channel, LMS, or Google Chat at least once a week.

7. Schedule of Classes and Use of Device

The Schedule of subjects across levels is simultaneous. There will be an overlap in terms of the use of computers/gadgets due to the simultaneous real-time learning schedule of different levels.

B. Assessment

1. Forms of Assessment

Written works, Performance-Based Tasks, and Quarterly Exams are the type of assessments to be given to all the learners. Distribution of percentage may vary depending on the subjects.

2. Grading System

The averaging system will be used to determine the final grade for each subject. Grades will be computed using base 40.

C. Program Requirements

1. Learner's Tool Requirements

	Recommended	Alternative
Device	Laptop or desktop computers <ul style="list-style-type: none"> • OS: Windows 7/10 or Mac OS 10.10 or higher • Processor: Intel Core i3 Haswell or its equivalent or AMD FX63 series • RAM: 4GB or better • Audio: Headphones with microphone • Storage: 500Gb With camera	Smartphone or Tablet OS: Android 9.0 or iOS 12.0 for iPad or iPhone



Connectivity	DSL/Fiber (at least 2 Mbps)	Prepaid WiFi
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2. Reference Materials

Printed materials like textbooks will still be used as the main references for the content of all subject areas.

D. Parents/Guardians as Co-Facilitators

Orientations and training for parents/guardians as co-facilitators of hybrid learning will be scheduled via video conferencing. We highly encourage parents/guardians most especially for primary levels to provide the necessary atmosphere and assistance at home to help in the initial use and navigation of these devices. Minimal supervision is recommended for doing learning activities. It is important for the learners to have a sense of independence and honesty in accomplishing school tasks.

II. School Programs

A. Opening of Classes

- School year 2020 – 2021 will officially begin on **July 20, 2020**
(The opening of classes was scheduled earlier than the given schedule of DepEd to give ample time for the orientation of parents and students, dry-run of online classes and to bridge the competencies that were not delivered in the previous school year due to the sudden shift to Distance Mode of Learning.)

B. Year-End Rites

- Virtual Rites shall be done in place of Face-to-Face rites.
- Face-to-Face Year-end Rites may be held upon consultation with the parents and LGUs. These are all possible when the majority of the parents agreed provided it will be done by batch and will implement the precautionary measures suggested by the DOH and IATF. Proposal for having a gathering must be submitted and approved by the LGUs and the Department of Education (DepEd).



III. Tuition and Other Fees

A. Adjustment in Fees

There is a decrease ranging from 6% to 14% of the total fees across levels. All fees which will not be used for online learning classes are removed from the list of fees. In an event that Face-to-Face is allowed by the DepEd, DOH, IATF, and LGU's, prorated fees relevant to F2F or Blended Learning Delivery mode of Instruction will be collected per student.

B. Re-alignment of Fees

Re-alignment of miscellaneous and special fees was made instead of creating a new set of fees upon the implementation of hybrid mode of learning.

- The coding Fee was waived for this school year.
- Audio Visual, Computer, and Instructional Materials Fees will be the source of fund to meet the required learning tool as per the Department of Education's guidelines for online learning (*which are but not limited to additional bandwidth, Mbps, subscription to a corporate account for video web hosting, IT technical support and maintenance during the whole school year*).

C. Expenses for other fees collected

- Capital Development Fee for the maintenance and improvement of the school's infrastructures, buildings, laboratories, and of the different function rooms.
- Guidance Fee is for the online guidance and counseling services and support programs
- Student Formation Fee remains as learners will have online recollection for their continuous spiritual development.
- Instructional Materials Fee will be used for providing learning packets for the learners in an event that teaching-learning is not possible online.



IV. Plans for Continuity of Learning

1. The Transition from one Mode to Another

In an event that schools are allowed to conduct face-to-face classes, St. Scho Westgrove will consider a smooth transition by implementing protocols before shifting to **Modal D** (in which Blended Learning Approach of Face-to-Face and online classes will be followed). A rotational scheme of physical classes in school will be enforced to avoid the occurrence of COVID-19 cases on campus.

2. Protocols to prevent the spread of COVID-19 virus disease in the campus

- Precautionary measures recommended by the WHO and DOH will be enforced such as the promotion of physical distancing, regular hand washing with safe water and soap, alcohol rub/hand sanitizer, wearing of a mask, monitoring of body temperature and providing footbath stations before entering the school campus. Disinfecting of campus surfaces will be strictly implemented.
- Information dissemination regarding the prevention of COVID-19 virus disease to all stakeholders
- Disclosure of travel history will be required and other pertinent data such as contact number/s and address (for possible contract tracing if needed).
- Self-quarantine will be advised for those who have traveled abroad and in areas with cases of COVID-19 (in case of face-to-face classes is allowed).

3. Protocols in response to a disaster or emergencies

- If face-to-face classes will be allowed and a person (student/school personnel) is shown with of symptoms of COVID-19, the Emergency Response Team will isolate the person immediately. Appropriate actions strictly following the protocols prescribed by DOH and IATF (will be coordinated with the appropriate Local Government Agencies) in handling COVID-19 suspect. Further appropriate actions will be taken to the rest of the members of the members of the school community such as requiring self-quarantine and rapid testing if deem necessary.
- If the suspected person is confirmed positive, classes to shift to Distance Learning Modality.



V. Other concerns

1. Difference between Home-Schooling and the Modified Hybrid Learning Approach (MHLA)
 - Homeschooling programs may be done by parents who will serve as teachers of their children at home following the curriculum content provided by the Department of Education (DepEd) and/or enroll their children in a home-schooling program offering an informal education. Students who went through home-schooling but under an unaccredited Homeschooling program by the DepEd will need to take and pass the acceleration exam to be promoted to the next grade level.
 - On the other hand, Modified Hybrid Learning Approach (MHLA) includes an educational program that facilitates learning in a virtual environment. It aims to holistically develop students' cognitive, emotional, social, and spiritual aspects as it encompasses collaboration, interaction, and teamwork through various classroom and school activities primarily facilitated by the school teachers.
2. Status of those learners who will opt to stop schooling this year and come back next year
 - Learners who will skip schooling this year will still be accepted by the school but their level will depend on their previous school credentials.
3. Implications of not being enrolled this school year
 - Students who will skip school could be left behind socially. Once they return to school, there would be a need to adjust and establish new connections and relationships which can be difficult for them.
 - In terms of academics, it may lead to a loss of academic discipline or demotivation to learn. Students might get caught up in sedentary lifestyles or unproductivity.

Effectivity

- The **e-SCHOLA** shall be made effective on July 20, 2020, as the first day of SY 2020 – 2021, upon the correspondence of St. Scholastica's College – Westgrove administrators and educational council.



References

Bender L, (2020), *Key Messages and Actions for Covid-19 Prevention and Control in Schools*. Education in Emergencies. UNICEF, New York

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PEAC *School Recovery and Readiness Plan for School Year 2020-2021*, Private Education Assistance Committee, May 28, 2020

PEAC *School Recovery and Readiness Assessment Tool*, May 28, 2020

Proposed School Continuity Plan for CEAP member school, Catholic Education Association of the Philippines, May 8, 2020

*That in all things God
may be Glorified!*



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