

SBSN Advisory No. 9

Series of 2022

TO: PARENTS / GUARDIANS / STUDENTS
FROM: SBSN ADMINISTRATION
SUBJECT: GUIDELINES ON THE IMPLEMENTATION OF FACE TO FACE CLASSES (5 DAYS IN-PERSON)
DATE: JULY 27, 2022

Greetings.

Last July 11, 2022, Vice-President & DepEd Secretary Sarah Duterte-Carpio officially released DepEd Order No. 34 s. 2022 (School Calendar and Activities for the School Year 2022-2023). Before the release of the said DepEd Order, St. Benedict School of Novaliches, Inc. (SBSN) has already submitted the requirements and has fully complied with the School Safety Assessment Tool (SSAT) which enables SBSN to conduct a full face to face learning modality.

Based on the said DepEd Order:

V. General Guidelines:

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9. No inspections, tools, or any additional requirements to re-open schools to implement 5 days in-person classes shall be required...

Therefore, the School Administration has decided to implement the **5 days in-person (full face to face) starting August 1, 2022 (Monday)**.

For students who are on a pure online learning approach, you may coordinate with the respective offices for proper guidance. As stated in the said DepEd Order:

V. General Guidelines:

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17. Starting November 2, 2022, all public and private schools shall have transitioned to 5 days in-person classes. After the said date, no school shall be allowed to implement purely distance learning or blended learning...

The new class schedule and sectioning will be posted in the group chat and emailed to all students immediately.

Listed below are the General Guidelines starting August 1, 2022:

GENERAL GUIDELINES

A. SCHEDULE OF CLASSES

GRADE	START OF CLASS	RECESS	LUNCH	DISMISSAL
KINDER	8:00 A.M	9:20 – 10:00 A.M		11:20 A.M
PREP	12:00 NOON	1:50 – 2:30 P.M		4:00 P.M
GR. 1, 2, 3 4, 5, 6 JHS SHS	8:00 A.M	10:00 – 10:20 A.M	12:20 -1:00 P.M	4:00 P.M

1. The **new section and subject schedule** of your child will be posted in your child’s **GRADE LEVEL SKYPE GROUP**.
2. All students should be in the school 30 minutes before their class starts.

3. Everyone should bring their snacks. **The canteen is closed.**
4. Grades 1, 2, 3, 4, 5, 6, JHS and SHS students should also bring with them their lunch or

It can be brought / delivered to school properly labeled (**Name, Grade & Section**)

- **Grades 1, 2, 3, 4, 5 & 6** – **SIDE GATE**
- **JHS & SHS** – **MAIN GATE**

Everyone eats in the classroom with their Adviser and practices Social Distancing

B. ENTRANCE / EXIT / GATE PASS

WEAR YOUR FACE MASK, OBSERVE SOCIAL DISTANCING & BRING YOUR PERSONAL HYGIENE KIT DAILY

1. The Preschoolers and the 1st, 2nd, 3rd, 4th, 5th, and 6th Graders should enter / pass the **MAIN GATE** upon arrival in school.

They will use the **SIDE GATE** for **DISMISSAL**.

2. The **JHS** and **SHS** students should enter / pass the **HIGH SCHOOL GATE**.

They will also use the **HIGH SCHOOL GATE** for **DISMISSAL**.

3. Only the student is allowed to enter the school upon arrival in the morning.

The Kinder and Prep children are exempted from this **but only for the first week**. They follow the routine just like the rest of the students after one week.

4. **SECURE a GATE PASS** for your child if he / she is allowed to go home or commute by himself / herself.

- **NO ONE is allowed to go home or commute by himself / herself WITHOUT A GATE PASS.**

C. USE OF SCHOOL UNIFORM

1. Wear the daily uniform on the first day (August 1, 2022) of the **FACE TO FACE CLASSES** and onward.

If you are not ready with your school uniform, please wear something decent and proper.

2. The schedule of the wearing of the P.E uniform will be announced by the P.E teacher.

D. LEARNING MATERIALS

1. All learning materials (books, workbooks, notebook, pens, pencil etc.) should be **BROUGHT TO SCHOOL** on **MONDAYS**.
2. The student fixes them under his / her cubicle / table.
3. The student brings home in the afternoon the learning materials he / she needs for his / her assigned tasks / homeworks.
4. All learning materials should be **BROUGHT BACK HOME** on **FRIDAYS**.

On Mondays, the school helpers will help the students bring their bags to their respective floor.

On Fridays, the school helpers will bring down the bags to the ground floor.

Hence, the students need only a small bag on the other days which he / she can carry by himself / herself.

E. SCHOOL SERVICE

1. The school service driver will inform you on what trip and time your child/ren will be fetched this week. There might be changes on the trip and time in the following day/s after August 1.
2. **PLEASE PAY THE NECESSARY SCHOOL SERVICE FEE BALANCE BASED ON THE NEW SCHOOL SERVICE FEES.**
3. **ONLY THOSE WHO ARE FULLY PAID WILL BE FETCHED BY THE SCHOOL SERVICE.**
4. You may contact the Accounting Department for clarifications regarding school service.

Contact numbers:

Grade School Department: 0917-847-7276

High School Department: 0917-872-7647

Accounting Department: 0917-313-4657

I.T. Department: 0917-5313-197

E-mail address:

Grade School Department: gsdept@sbsn.edu.ph
sbsn.gsdept@gmail.com

High School Department: hsdept@sbsn.edu.ph
hsdeptsec2020@gmail.com

Accounting Department: to@sbsn.edu.ph

I.T. Department: itdept@sbsn.edu.ph

Thank you and welcome back to SBSN!