



Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON

November 14, 2020

REGIONAL MEMORANDUM

No. 328, s. 2020

**NORMALIZING LEARNING SCHEDULES AFTER CLASS SUSPENSIONS CAUSED
BY CALAMITIES AND OTHER DISRUPTIONS**

- To: Assistant Regional Director
Schools Division Superintendents
Regional Functional Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned
1. The occurrence of calamities both natural and manmade remains one of the foremost causes of class disruptions as it affects not only the safety of the school personnel and learners but of the entire community.
 2. With the onslaught of the various disasters including the continuous threat of COVID-19, the learning schedules which have been organized under the distance learning modality have been put on hold as many of the affected families are still recovering from the aftermath of the typhoons.
 3. To help normalize the learning schedules after the class suspensions, this Office hereby advises school heads, teachers, and learners to follow the helpful reminders found as annex to this memorandum.
 4. The Regional Office, through the Curriculum and Learning Management Division (CLMD), Field Technical Assistance Division (FTAD), and Education Support Services Division shall lead in providing guidance and technical assistance to the Division Offices in the implementation of these interventions for teachers and learners.
 5. The Schools Division Offices, through the Curriculum Implementation Division (CID), and the School Governance and Operations Division (SGOD) shall lead in providing guidance and technical assistance to the Schools and Learning Centers in adopting these efforts to normalize learning schedules after class suspensions.
 5. Immediate and wide dissemination of this Memorandum is desired.


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Regional Director

ORD1/pms2
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HELPFUL REMINDERS TO NORMALIZE LEARNING SCHEDULES AFTER CLASS SUSPENSIONS CAUSED BY CALAMITIES

FOR SCHOOL HEADS

1. Allow learners and parents to extend the days for the submission of SLMs for the previous week for a day or two.
2. Advise teachers to consider foregoing some activities in the SLMs.
3. Consider to the full extent the provisions in OUCI-2020-307 Memorandum (Suggested Measures to Foster Academic Ease during the COVID 19 Pandemic).
4. Put a system into place for communicating with teachers, parents and students and advise learners and parents to keep track of announcements from school authorities.
5. Identify a contact person and support person for teachers, parents and students.
6. Send communication to stakeholders to update them on what are the next steps.
7. Provide debriefing sessions for teachers, parents and students. especially those affected by the disaster.
8. Teachers' safety and security are paramount, thus, they should be given alternative work arrangement that best fits their circumstances especially in times of calamities like typhoons.

FOR TEACHERS

1. Encourage learners to stay home and ensure their safety and security.
2. Identify students at risk for difficulties that need proper attention and intervention.
3. Provide students with a reassuring safe environment.
4. Reassure parents and students that the school is ready to assist them.
5. Allow for classroom discussion about the event to allow free expression of their feelings for processing.
6. Keep parents informed regarding school actions and recommendations after the disaster
7. Assist parents to talk to their children about the different feelings they have experience after the disaster.
8. Provide children with honest and direct information about what happened.
9. Allow students to retain as much of their daily routines as possible to deflect their attention to the disaster.
10. Seek out professional help if a student is having difficulty coping.

FOR PARENTS AND LEARNERS

1. For affected learners, report your situation to your class adviser through any means of communication possible. This information will help your teachers provide you the necessary considerations related to school works and submissions.
2. Stay informed with important news and updates from official sources of school information.