



Presentation College

Corner Yves & Rene Streets

Chaguanas

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Dear Teachers Parents/ Guardians and Students,

The year 2020 is one that will not soon be forgotten. It has brought about many unexpected changes. Changes to our daily routines, at work and with our relationships. Whenever difficult situations arise, it gives us the opportunity to find novel solutions and such is the case with our education system. We are now forced to discard some of our old ways and embrace change. We must adapt to conduct teaching and learning in a virtual school and a virtual classroom. As educators we now have to reskill and retool; to deliver the curriculum effectively. We now have to put ourselves in the digital world. Platforms like Zoom, Google classroom and Edmodo will now become part of our everyday lives.

On March 13th 2020, the rug was pulled from beneath us as the world plunged into a reality of the COVID-19 PANDEMIC. With the first shutdown, teaching was mainly voluntary. All stakeholders needed time to adapt and restructure. Now, after 6 months the Ministry of Education has finally laid out a plan. Delivery of the curriculum will begin and will be fully online.

Our College will commence classes on Monday September 7th with an orientation exercise.

This ambitious move required a lot of planning such as:

- Several meeting with members of staff to organize subject allocation, work load and time tabling.
- Communicating with parents to determine the need for devices and connectivity
- Liaising with NGO's, Parents, and Alumni to solicit funds and to procure devices.
- Teacher training on the use Google Classroom.
- Teacher preparedness to have their lessons organized in such a manner as to facilitate online delivery, monitoring and assessment.

It was a very busy time, and now we are asking you to play your role.

The Ministry has suggested a ten (10) day cycle each day starting at 8:30 am and ending at 2:30pm. It will consist of four (4) one hour sessions with ½ hour breaks between and 1hr lunch.

With respect to Form 6's we hope to deliver 2 subjects per day, each 2 hours long with ½ hour break after the first hour. Further details will be made available to you via the time table.

All students are expected to attend classes and daily attendance will be tracked, recorded and reported to the Ministry of Education. Other responsibilities include:

- Being punctual to the classes
- Appropriate mode of dress (school uniform is not mandatory)
- Good conduct
- Obeying the instructions of the teachers
- Completing all assignments in a timely manner
- Being an active participant in class

Parents are to ensure that their children are punctual and regular and fully engaged in the teaching and learning exercises as directed by their teachers. You are requested to alert us on any irregularities or issues that hinders your child from receiving an education. All Teachers, Deans, Vice Principal, Principal and Guidance Officer will be available to assist.

Student Support Services Division will also be timetabled, especially at the lower levels to provide the necessary Guidance and Counselling. The Ministry also remains committed to providing lunches daily through the MP's office for those who qualify.

Communication between all stakeholders will be paramount to achieve all our goals.

To both parents and students I hope that you take full advantage of this opportunity and derive maximum benefit from it.

On behalf of the Board of Management, I would like to thank all our hardworking and committed staff for stepping up to this challenge and the P.T.A.B, Alumni and NGO's who assisted in acquiring devices for our students.

It is with great expectation and optimism that we, the Presentation Family venture into uncharted waters with God's Blessings. On a final note, let us not forget to start each class with a prayer and end the day with one, as we would normally do.

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Thank you.

Yours Respectfully,

Brian Seemungal

Principal (Ag.)