

Transition schedule

September 2020



June 15th, 2020

Due to the special circumstances related to the **COVID-19**, we have introduced **three different plans** that could occur and as a Montessori School we have considered the plans of development for each transition Phase.

- Plan “A” if schools open as usual in September 2020, without any Government restrictions.
- Plan “B” – Hybrid Montessori- with Government restrictions
- Plan “C” -Montessori at Home- Lockdown situation

Please find below the transition document for plans “A”, “B” and “C”.

For children in CASA 3, we have introduced the option to go home at 13:00 hrs or stay at school until the end of the day, in an alternative environment, where they can participate in quiet activities and rest if they need to. For those families choosing to go home for the afternoon, the fees will be set accordingly and only apply for monthly arrangements and prior notification to the office.

The Montessori School of Mallorca will discuss on a case by case basis children who just joined us or require a longer adaptation period. The school wants the transition to be as smooth as possible for all children; we understand that all children have individual needs and we have to respect the child's natural rhythm.

PLAN 'A'

School opens as usual in September 2020. The school gate opens at 8:45. Classes start punctually at 9:00.

FIRST WEEK : week beginning 7 th September				
New Casa children	Middle Casa children	Casa to Lower	Lower to Upper	Upper to Secondary
C3	C4 - C5	Lower	Upper	Secondary
Monday 7th				
10:30-11:15 School tour (with parents) with Catherine (not entering class)	At school 09:00-10:00 9:00 Existing C4 children+ new C4 & new C5 only Greeted by Maddy, Catherine and Jaime in the classroom (09:00-10:00) At school 10:30-12:00 Already attending C5 children only Greeted by Maddy, Jaime in the classroom	Existing Lower Primary Children 08:45-12:00 New LP Children – At school 09:30-12:00 Casa to Lower Maddy to meet children at the school side gate and escort children to their new Lower Primary classroom to meet Jenna, Karen and Ancsa and settle into the classroom. - <i>Bridging Ceremony- Teaching Assistant to be with the existing+ New Lower Primary children outside for the first hour.</i> All children then have snack together, then return to the classroom together. Maddy returns to casa.	All children at school 09:15-12:00 Jo greets all children at the side door and Marisa shows them where to place their belonging and they then go to the circle area. Lower to Upper children will have their <i>Bridging Ceremony</i> Get-to-know-each-other team building games/activities	All children at school 08:45-12:00 Children to meet at the office at 08:45 and Jo, takes them over to Secondary – <i>Bridging Ceremony</i> where they are met by Lucy and James
Tuesday 8th				
At school 09:00-10:00 Group 1	At school 10:30-12:00 All C4-C5 children	At school 08:45-12:00 Children come to Lower kiss and drop gate with parent, and walk into classroom on their own	At school 08:45-12:00 Children go straight to their classroom. Team building activities, classroom routines and procedures	At school 08:45-12:00 Children to go straight to their classroom.
Wednesday 9th				
At school 09:00-10:00 Group 2	At school 10:30-12:00 All C4-C5 children	At school 08:45-12:00 Children come to Lower Kiss and drop gate with parent, and walk into classroom on their own (met by Lower Assistant)	At school 08:45-12:00 Classroom art activities, school routines and procedures, some assessments	At school 08:45-12:00 Children to go straight to their classroom.
Thursday 10th				
At school 9:00-10:00 Group 1	At school 10:30-15:30 All C4-C5 children	At school 08:45-15:30 Children go to the classroom on their own	At school 08:45-15:30 Begin work cycles/presentation of materials, some assessments	At school 08:45-16:00 08:30 Children to go straight to their classroom.
Friday 11th				
At school 9:00-10:00 9-10 Group 2	At school 10:30-13:30 All C4-C5 children	At school from 08:45-13:30 Children go to the classroom on their own.	At school from 08:45-13:30 08:45 Begin work cycle/presentation of materials, some assessments	At school from 08:45-12:30 08:30 Children to go straight to their classroom.

SECOND WEEK : week beginning 14th September

New Casa children	Middle Casa children	Casa to Lower	Lower to Upper	Upper to Secondary
C3	C4 ' C5	Lower	Upper	Secondary
Monday 14th				
At school 09:00-13:00 Group 1	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-16:00
Tuesday 15th				
At school 9:00-13:00 Group 2	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-16:00
Wednesday 16th				
At school 09:00-13:00 Group 1	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-16:00
Thursday 17th				
At school 9:00-13:00 Group 2	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-15:30	At school 08:45-16:00
Friday 18th				
At school 9:00-13:30 Groups 1 & 2	At school 08:45-13:30	At school 08:45-13:30	At school 08:45-13:30	At school 08:45-14:30

THIRD WEEK : beginning 21st Septemberr

Transition completed for Casa – All children attend normal school hours

Monday to Thursday 08:45-15:30 and Friday 08:45 to 13:30.

Casa 3-year olds have an option to go home at 13:00 or stay at school until the end of the day, in an alternative environment, where they can participate in quiet activities and rest if they need to.

PLAN 'B' – Hybrid Montessori

If we need to have smaller groups of children due to Government requirements. We have enough rooms and staff members for all of the children to come back to school. They will be in two groups, with the teaching split between the class lead teacher and other members of staff.

PLAN 'C' – Montessori at Home

If we need to lockdown again, we return to the on-line platform for teaching.