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Thriving@85: Grateful for the Gift of Mission
Forging New Paths in Catholic Education

HIGH SCHOOL DEPARTMENT

DATE: January 7, 2022
TO: GRADES 7-12 PARENTS
FROM: Mrs. Katherine Joyce Y. Ang 
High School Principal
RE: **ACADEMIC FREEZE FOR HIGH SCHOOL**

Dear Parents,

The alarming rise in the number of COVID-19 cases among the members of our ICA community has posed great concern to our school the past week. While we really appreciate the show of responsibility among our students, teachers and staff who continued to attend their classes and report to work despite their condition, we would also like to emphasize that the school prioritizes the health and wellness of all the members of our school community.

In this light, we would like to inform you that we are declaring an **ACADEMIC FREEZE** on **January 10-11, 2022** to give time for our students, teachers and staff to recover from their current symptoms or arrest presenting symptoms as soon as possible.

Please find below the detailed implementation of the Academic Freeze:

1. There will be **NO SYNCHRONOUS CLASSES** or **ASYNCHRONOUS TASKS** assigned during the days of Academic Freeze.
2. The department will adjust the cycle/day schedule such that when **school resumes on January 12, it will be DAY 1.**
 - a. All scheduled school activities and FAs on Day 1 will push through.
 - b. Your teachers will coordinate with you the rescheduling of SAs due on Day 1.
3. To further consider the workload of students during this extraordinary health crisis, the teachers will accept submission of formative and summative assessments (synchronous and asynchronous) due this month until January 31, 2022 **WITHOUT DEDUCTIONS.**
4. There will be no **OFFICE TRANSACTIONS** during the Academic Freeze to also give time for our office staff to attend to their health needs.

Given the movement in our academic calendar, please note that **MAKEUP CLASSES** may be scheduled in the afternoons to ensure coverage of all essential topics and lessons. A separate e-circular announcing these dates will be issued, should there be a need for makeup classes.

We sincerely hope that our students and teachers will take advantage of the days of Academic Freeze to focus on their health and well-being. Our guidance office is on standby for students who may need counseling assistance during this difficult time.

Let us continue praying for each other.