



Department of Education

Region III **Schools Division of Angeles City**



April 20, 2021

DIVISION No. 101

MEMORANDUM

2021

SUBMISSION OF STUDENT HANDBOOK AND CHILD PROTECTION DATA FOR SY 2020-2021

To

All Public and Private Elementary and Secondary School Heads

Public Schools District Supervisors

- Please be informed of the submission of Student Handbook and Child Protection Data for SY 2020-2021 highlighting the policies on Child Protection, Anti-bullying, and Online Safety for Learners to the Division Youth Formation Coordinator at the SGOD Office on or before May 7, 2021.
- 2. Attached is the DepEd Memorandum No. 59, s. 2015, for your reference.
- 3. Wide dissemination of and strict compliance with the content of this Memorandum is earnestly desired.

MA. IRELYN P. TAMAYO PhD. CESE

Assistant Schools Division Superintendent Officer-In-Charge Office of the Schools Division Superintendent

cal/sgod/yfp Control No:









Republic of the Philippines

Department of Education

1 1 JUN 2015

DepEd MEMORANDUM No. **59**, s. 2015

CHANGE IN AND ADDITIONAL INFORMATION TO DEPED MEMORANDUM NO. 68, S. 2014

(Submission of School-Based Child Protection and Anti-Bullying Policies and Reports on Compliance)

To: Regional Directors
Schools Division Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

- 1. DepEd Memorandum (DM) No. 68, s. 2014 entitled Submission of School-Based Child Protection and Anti-Bullying Policies and Reports on Compliance was issued pursuant to DepEd Order (DO) No. 55, s. 2013 entitled Implementing Rules and Regulations of Republic Act (RA) No. 10627, otherwise known as the Anti-Bullying Act of 2013, requiring schools to submit their child protection or anti-bullying policies, including the report on relevant information and statistics on bullying and retaliation from the preceding year.
- 2. For the purpose of disaggregating data on incidents of child abuse and bullying, Item 3 of DM 68, s. 2014 is hereby changed as follows:
 - a. Public and private schools, both elementary and secondary schools shall submit the accomplished Report on Incidents of Bullying (Enclosure No. 1A) and the Report on Incidents of Child Abuse (Enclosure No. 1B) to their respective schools division offices (SDOs) one week after the start of the school year instead of before July 31, 2014;
 - b. The SDOs shall submit their accomplished Division Consolidated Report on Incidents of Bullying (Enclosure No. 2A) and the Division Consolidated Report on Child Abuse (Enclosure No. 2B) to their regional offices (ROs) on or before June 30 of every year instead of on or before July 1-31, 2014;
 - c. The ROs shall submit the accomplished Regional Consolidated Report on Incidents of Bullying (Enclosure No. 3A) and the Regional Consolidated Report of Incidents of Child Abuse (Enclosure No. 3B) to the Office of the Undersecretary for Legal and Legislative Affairs on or before July 15 of every year instead of on or before August 15, 2014; and
 - d. The consolidated reports on school-based child protection and antibullying policies shall be submitted as follows:
 - Public and private schools, which have not yet complied with the submission requirement, shall submit copies of their school-based child protection and anti-bullying policies on or before July 3, 2015 instead of July 3, 2014;
 - ii. The SDOs shall submit the accomplished Division Consolidated Report on the Submission of School-Based Child Protection and Anti-Bullying Policies (Enclosure No. 2 of DM 68, s. 2014) on or before July 31, 2015; and

- iii. The ROs shall submit the accomplished Regional Report on the Submission of School-Based Child Protection and Anti-Bullying Policies (Enclosure No. 4 of DM 68, s. 2014) on or before August 15, 2015.
- iv. Meanwhile, the Report of Cases on Abuse, Violence, and other Related Offenses (Annex A of DO 40, s. 2012 entitled *DepEd Child Protection Policy*) shall be submitted by all public and private schools following the same procedures of reporting.
- 3. All other provisions stated in DepEd Memorandum still remain.
- 4. Immediate dissemination of this Memorandum is desired.

BR. ARMIN A. LUISTRO FSC

Secretary

Encls.:

As stated

References:

DepEd Memorandum: (No. 68, s. 2014)

DepEd Order: (Nos. 55, s. 2013 and 40, s. 2012)

To be indicated in the Perpetual Index

under the following subjects:

CHANGES

LEGISLATIONS

POLICY

PUPILS

REPORTS

RULES AND REGULATIONS

SCHOOLS

STUDENTS

TEACHERS

SMA, DM Change in and Additional Information to DM No. 68, s. 2014 0272/June 3, 2015

(To be submitted to the Division Office a week after the start of each school year)

School-Based Report on Incidents of Bullying School Year

Note:				Place of Incident		School: Address:
Bullying is postage. Phys Social Gence Cybe				Physical		of:
perpetrated ical – unw al – refers fer-Based fr Bullying				Social		
d by a studen anted physica to any deliber refers to an any bullying				Gender- Based	Nature of Bullying	
t against and al contact (pu ate, repetitiv y act that hu y done throug				Cyber Bullying	ullying	
Note: Bullying is perpetrated by a student against another student which may be: Physical – unwanted physical contact (punching, shoving, pushing, k Social – refers to any deliberate, repetitive and aggressive social bet Gender-Based – refers to any act that humiliates or excludes a person cyber Bullying – any bullying done through the use of technology or				Retaliation		
ng is perpetrated by a student against another student which may be: Physical – unwanted physical contact (punching, shoving, pushing, kicking, slapping, tickling, headlocks etc.) Social – refers to any deliberate, repetitive and aggressive social behavior intended to hurt or belittle an individual (name-calling, cursing, labelling, etc.) Gender-Based – refers to any act that humiliates or excludes a person on the basis of perceived or actual sexual orientation and gender identity Cyber Bullying – any bullying done through the use of technology or any electronic means (texting, email, chatting, online games etc.)				NAME	Victims	Classification: (Private/Public)
lapping, t ended to basis of tronic me				Age	ims	(Private 'garten/
ickling, he hurt or be perceived ans (texti				Sex (M/F))/Public) Element
adiocks etc.) little an individual or actual sexual o				NAME	Perp	ary/Secondary
(name-corientatio				Age	Perpetrator	
alling, cu n and ger				Sex (M/F)		
.) vidual (name-calling, cursing, labelli vidual orientation and gender identity hatting, online games etc.)				Action Taken		
ng, etc.)				Recommendation		
				(Resolved/Pending Referred to other agency))	

Reviewed and Conformed by:

Name and Designation

Prepared by:

Name/Designation

Date:

Date:

(To be submitted to the Division Office one (1) week after the opening of every school year)

School-Based Report on Incidents of Child Abuse School Year

School: Address:					Classification: (Private/Public) Level: (Kindergarten/Element	(Private)	e/Public) /Element	Classification: (Private/Public)					
Date of Incident	# #		Nature of Abuse	f Abuse	Victims	Ø		Perpetrators	rators		Rela to th	Relationship to the Victim	ationship Action ne Victim Taken
	P	Physical	Sexual	Verbal/ Psychological	NAME (Last Name, First Name, M.I.)	Age	Sex (M/F)	NAME (Last Name, First Name, M.I.)	Age	Sex (M/F)			
Total													
Note:	hild Abu	hysical – refers to thysical – refers to the control of the contro	se refers to the maltreatment of a child, wh Physical – refers to acts that inflict bodily h Sexual – refers to acts that are sexual in n Psychological – refers to acts or omissions of punishment, and repeated verbal abuse	Child Abuse refers to the mattreatment of a child, whether habitual or not, which includes any of the following: O Physical – refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being: O Sexual – refers to acts that are sexual in nature such as rape, sexual harassment, sexually demeaning remarks, forcing children to watch obsorphiological – refers to acts or omissions causing or likely to cause mental or emotional suffering to the child which include intimidation, hard of punishment, and repeated verbal abuse.	or not, which includes any subjects children to perforape, sexual harassment, ly to cause mental or em	of the foorm tasks sexually of the sexual of the sexually of the sexual of the s	ollowing: s which are demeaning uffering to the	hazardous to their phy remarks, forcing childr he child which include	sical well- en to wat ntimidatio	being ch obs	assme	scene publications or shows assment, stalking, public rid	se refers to the maltreatment of a child, whether habitual or not, which includes any of the following: Physical – refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being; Sexual – refers to acts that are sexual in nature such as rape, sexual harassment, sexually demeaning remarks, forcing children to watch obscene publications or shows etc.; and Psychological – refers to acts or omissions causing or likely to cause mental or emotional suffering to the child which include intimidation, harassment, stalking, public ridicule, threat of deduction from grade or merit as a from of punishment, and repeated verbal abuse.
· · · Re	elationship o amicable	to the Vice settlemen	Relationship to the Victim refers to relatives (father No amicable settlement for any acts of child abuse	Relationship to the Victim refers to relatives (father, mother, cousin etc.) or school personnel (teachers and non-teaching staff) No amicable settlement for any acts of child abuse	etc.) or school personnel	(teachers	s and non-te	eaching staff)					

Reviewed and Conformed by:

Name and Designation

Prepared by:

Name/Designation

Date:

Date:

(Enclosure No. 2A to DepEd Memorandum No. 59, s., 2015) (To be submitted to the Regional Office on or before June 30)

Division Consolidated Report on Incidents of Bullying

Number of Public Eleme Secon Total:	ntary:	To	ital Number	of Private Selementa Seconda Total:	ary:			
School			Nature of B	ullying		No. Of I	Bullying Inci	dents
301001	Physical	Social	Gender- Based	Cyber Bullying	Retaliation	Total No. of Male Victims	Total No. of Female Victims	Total
Public	1					VIGUITIS	Victims	
A. Elementary								
1.								
2.								
Sub-Total							*	
B. Secondary								
1.						1		
2.								
Sub-Total								
. Private								
A. Kindergarten								
1.			}				7	
Sub-Total								
B. Elementary								
1.		-	<u> </u>	<u> </u>			ļ	
2.						ļ		
Sub-Total								
C. Secondary								
1.	-			<u> </u>				ļ
2.	-			-		+	-	-
Sub-Total								
Total							<u> </u>	
Note: Bullying is perpe Physical – unwar Social – refers to labelling, etc.) Gender-Based – identity	nted physical control any deliberate refers to any a	contact (pun e, repetitive act that hum	ching, shoving and aggressiv niliates or exclu	, pushing, kick ve social behav udes a person	ring, slapping, tick vior intended to hu	rt or belittle a	n individual (n	entation and
						Prepared	by:	
Cyber Bullying —	any bullying d	one through	the use of ted	chnology or an	y electronic mean			g, c

Name/Designation Date

Date

(To be submitted to the Regional Office on or before June 30)

Division Consolidated Report on Incidents of Child Abuse School Year _____

Division:								
Total Number of Public Eleme Secon Total:	entary: ndary:	Tota	Se		ols: entary:		-	
	N	ature of A	buse		No. Of In	cidents of	Child Abuse	
Name of School	Physical -	Sexual	Verbal/ Psychological	Total No. of Male Victims	Total No. of	Perpe	etrators	Total
				Victinis	Female Victims	Relatives	School Personnel	
I. Public								
A. Elementary								
2.								
Sub-Total								
B. Secondary								
1.				ļ				
	 		1	<u> </u>				
Sub-Total								-
II. Private		-						
A. Kindergarten	 			 		 		
1.			l	1				
					1			
Sub-Total				-	 			
B. Elementary 1.								
2.			<u> </u>		-	 		
<u> </u>	ļ	1				ļ	 	-
Sub-Total								
C. Secondary								
1								
2.		-	1		+	-		
Sub-Total								
Total					-			
Note: Child Abuse refers to Physical – being: Sexual – response por Psychologic	refers to acts the efers to acts that ublications or sh cal – refers to a at, stalking, publictim refers to re	at inflict bodi t are sexual i lows etc.; and lots or omissi ic ridicule, the elatives (father	in nature such as raid dions causing or like reat of deduction from the cousin	subjects child ape, sexual ha by to cause more or grade or n	ren to perfor trassment, s ental or emo nerit as a fro	m tasks which exually demea tional suffering m of punishm	are hazardous aning remarks, g to the child wl ent, and repeat	to their physical well forcing children to wa nich include intimidati ed verbal abuse. aft)
Reviewed and Confirmed	by.					Prepared t	by:	
Name/Designation						Name/D	Designation	

Date

(To be submitted to the Office of the Undersecretary for Legal and Legislative Affairs on or before July 15)

Regional Consolidated Report on Incidents of Bullying School Year

Total Number of Public S Elements Seconda Total: I. Private Schools/Public Schools	Total Number of Public Schools: Elementary: Secondary: Total:	f Public Scho Elementary: Secondary: Total:		Total N	umber of R E S T	Total Number of Private Schools: Elementary: Secondary: Total:	100ls:											
			Kindergarten	ň				Elementary					Secondary			No. of	No. of Bullying Incidents	ents
		7	Nature of Bullying	ying			z	Nature of Bullying	ing			Nati	Nature of Bullying	g				
Division	Physical	Social	Gender- Based	Cyber Bullying	Retaliation	Physical	Social	Gender- Based	Cyber- Bullying	Retaliation	Physical	Social	Gender -Based	Cyber- bullying	Retailation	Total No. of Male Victims	Total No. of Famale Victims	Total
	S	Σ	Z	<u>Σ</u>	3	3	S	Z TI	M FI	Z F	3	S 11	X	<u> </u>				
								+					-					
Total																		
Note:	∴ Use the same form for Public Schools ∴	e form for Pu	ıblic Schools			F .												
۰	 Bullying is perpetrated by a student against another student which may be: Physical – unwanted physical contact (punching, shoving, pushing, Social – refers to any deliberate, repetitive and aggressive social by Gender-Based – refers to any act that humiliates or excludes a persocyber Bullying – any bullying done through the use of technology or 	ical – unwani al – refers to fer-Based – r Bullying – a	Is berpetrated by a student against another student which may be: Physical – unwanted physical contact (punching, shoving, pushing, kicking, slapping, tickling, headlocks etc.) Social – refers to any deliberate, repetitive and aggressive social behavior intended to hurt or belittle an individual (name-calling, cursi Social – refers to any deliberate, repetitive and aggressive social behavior intended to hurt or belittle an individual (name-calling, cursi Social – refers to any act that humiliates or excludes a person on the basis of perceived or actual sexual orientation and gend: Cyber Bullying – any bullying done through the use of technology or any electronic means (texting, email, chatting, online games etc.)	jainst anothe contact (pun contact (pun le, repetitive act that hum fone through	ching, shoving and aggress lilates or excitate the use of to	ich may be: ig, pushing, I iye social bei ive social bei iudes a persi chnology or	dicking, slapp havior intend on on the bas any electron	oing, tickling, ed to hurt or sis of perceiv ic means (te	headlocks of belittle an in yed or actual exting, email		(name-calling, cursing, labelling, etc.) orientation and gender identity g, online games etc.)	cursing, lat gender iden etc.)	elling, etc. tity	<u>~</u>				
																Ğ.		
													Prepared by	ed by:	Name	Name and Designation	tion	

Name/Designation

Date

(To be submitted to the Office of the Undersecretary for Legal and Legislative Affairs on or before July 15)

Region:

Regional Consolidated Report on Incidents of Child Abuse School Year

Total			Division		lotal Number of Public Schools: Elementary: Secondary: Total: I. Private Schools
	3	Physical			Elementary: Secondary: Total:
	Т	ical			y.
	3	Sexual			
	7		Natu	\$	
	3	Psy	Nature of Abuse	Kindergarten	otal
	-	Verbal Psychological	buse	den	otal Number of Private Schools: Elementary: Secondary: Total:
	п	Perpetrator			of Private Scho Elementary: Secondary: Total:
	SP	trator			tary:
	3	Phy			ools:
	Т	Physical			
	3	Social			
	T	-	Nat		
	3	Psych	Nature of Abuse	Elementary	
	T	Verbal Psychological	Abuse	tary	
	20	Per			
	SP	Perpetrator			
	3	Ph			
	71	Physical			
	3	Social			
	ח	iai	Na		
	3	Verbal Psychological	Nature of Abuse	Secondary	
	7	bal logical	BSI		
	20				
	Sp	Perpetrator			
		Total No. of Male Victims		Total Incid: Ab	
		Total No. of Female Victims		Total No. Of Incidents of Abuse	

0.0

Reviewed and Confirmed by

Name/Designation/ Date

Relationship to the Victim refers to relatives (father, mother, cousin etc.) or school personnel (teachers and non-teaching staff) No amicable settlement for any acts of child abuse

Sexual – refers to acts that are sexual in nature such as rape, sexual harassment, sexually demeaning remarks, forcing children to watch obscene publications or shows etc.; and Psychological – refers to acts or omissions causing or likely to cause mental or emotional suffering to the child which include intimidation, harassment, stalking, public ridicule, threat of deduction from grade or merit as a from

Prepared by:

Name and Designation

Date

of punishment, and repeated verbal abuse.

÷

Child Abuse refers to the maltreatment of a child, whether habitual or not, which includes any of the following:

Physical - refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being:

1	b	
:	3	
:	3	
	D	
2	ĸ	
2	=	
٦	D	
	=	

related offenses Report of cases of abuse, violence, exploitation, discrimination, bullying or peer abuse and other

