



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY  
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OFFICE OF THE CITY CLERK  
BAGUIO CITY  
AUG 07 2018  
RELEASED  
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**DIVISION MEMORANDUM**

No. 323, s. 2018

**VALIDATION VISIT BY THE NATIONAL AWARD COMMITTEE (NAC) FOR  
CHILD-FRIENDLY MUNICIPALITIES AND CITIES FOR THE 2017  
PRESIDENTIAL AWARD**

**To: Division Chiefs  
School Governance and Operations Division  
Curriculum Implementation Division  
School Heads  
All concerned**

**Date: August 7, 2018**

1. The City of Baguio, being one of the top conferees of the Seal of Child-Friendly Local Governance (SCFLG) will be visited for validation for the 2017 Presidential Award for the Child-Friendly Municipalities and Cities (PACFMC), on **August 28-31, 2018**, under the Highly Urbanized City Category. The team of validators from the National Award Committee (NAC) are composed of representatives from different agencies.
2. In preparation for the validation visits, the Schools Division Office as well as the schools, both elementary and secondary are requested to prepare the original/certified true copies of the following documents which will be reviewed by the team upon arrival in the city. The validating team will select barangays to be visited at random together with nearby elementary and secondary schools.
3. Documents are requested to be reproduced in three copies (A4 size of bond paper): one for the validating team (original), one copy for the Division Office, and another for the school.
4. The data/documents to be prepared by the **Schools Division Office** are summarized in **Annex A** which are expected to be sourced out from the different Divisions/Units.
5. Likewise, data/documents to be prepared by the **schools** are also summarized in **Annex B**.

6. All needed documents mentioned above are requested to be passed to **MISS DJAIZELLE P. DACAY**, secretary to the CID Chief on or before **August 24, 2018**.

7. Your usual cooperation is highly appreciated.



**FEDERICO P. MARTIN, ED.D., CEED, CESO V**  
Schools Division Superintendent

**(ANNEX A: FOR SCHOOLS DIVISION OFFICE DEPICTING OVERALL DATA)**  
**This rubric is an excerpt of the Scoresheet for the evaluation of child Friendly Municipalities and Cities**

| <b>Education Accomplishment Report</b> | <b>Criteria</b>  | <b>SY 2014-2015</b>    | <b>SY 2015-2016</b>    | <b>Remarks</b> |
|--|--|------------------------|------------------------|----------------|
| Attach MOV's where possible            | <b>Elementary</b>  |                        |                        |                |
|  | a. Participation Rate  |                        |                        |                |
|  | b. Completion rate   |                        |                        |                |
|  | c. NAT-Mean Percentage Score   |                        |                        |                |
|  | d. Drop-Out Rate   |                        |                        |                |
|  | e. Intervention to prevent /minimize school Drop-Out   |                        |                        |                |
|  | f. Intervention provided by the LGU to enhance quality of elementary Education: physical/program | Describe & attach MOVs | Describe & attach MOVs |                |

| <b>Education Accomplishment Report</b> | <b>Criteria</b>   | <b>SY 2014-2015</b>    | <b>SY 2015-2016</b>    | <b>Remarks</b> |
|--|---|------------------------|------------------------|----------------|
| Attach MOV's where possible            | <b>Secondary</b>  |                        |                        |                |
|  | a. Participation Rate   |                        |                        |                |
|  | b. Completion rate  |                        |                        |                |
|  | c. NAT-Mean Percentage Score  |                        |                        |                |
|  | d. Drop-Out Rate  |                        |                        |                |
|  | e. Intervention to prevent /minimize school Drop-Out  |                        |                        |                |
|  | f. Intervention provided by the LGU to enhance quality of secondary Education: physical/program | Describe & attach MOVs | Describe & attach MOVs |                |

| <b>DepEd ALS</b>            | <b>Criteria</b>   | <b>SY 2014-2015</b>    | <b>SY 2015-2016</b>    | <b>Remarks</b> |
|-----------------------------|---|------------------------|------------------------|----------------|
| Attach MOV's where possible | <b>Out-of-School Children and Youth</b>                         |                        |                        |                |
|                             | a. Master list of OSCY  |                        |                        |                |
|                             | b. OSCY provided with Alternative Learning Education            |                        |                        |                |
|                             | c. Equivalency test passers increasing by at least 10% annually |                        |                        |                |
|                             | d. Intervention provided by the LGU for OSY                     | Describe & attach MOVs | Describe & attach MOVs |                |



| <b>HEALTH &amp; NUTRITION</b> | <b>Criteria</b>  | <b>SY 2014-2015</b> | <b>SY 2015-2016</b> | <b>Remarks</b> |
|-------------------------------|--|---------------------|---------------------|----------------|
| Attach MOV's where possible   | Presence of Health Services <ul style="list-style-type: none"> <li>a. Immunization/complementary feeding programs</li> <li>b. Micronutrient supplementation/Deworming</li> <li>c. Oral Health</li> </ul> |                     |                     |                |
|                               | Nutritional Status and Analysis  |                     |                     |                |
|                               | List of schools given supplemental feeding   |                     |                     |                |
|                               | Nutrition Education Program/Health Education Program   |                     |                     |                |
|                               | Nutrition Action Plan & accomplishments  |                     |                     |                |

| <b>YOUTH DEVELOPMENT PROGRAM</b> | <b>Criteria</b>                           | <b>SY 2014-2015</b> | <b>SY 2015-2016</b> | <b>Remarks</b> |
|----------------------------------|---|---------------------|---------------------|----------------|
| Attach MOV's where possible      | Presence of Youth Coordinator             |                     |                     |                |
|                                  | Trainings attended/workshops              |                     |                     |                |
|                                  | Programs initiated & Action Plan/Proposal |                     |                     |                |
|                                  | Accomplishment Reports                    |                     |                     |                |

**(ANNEX B FOR SCHOOLS: ELEMENTARY/SECONDARY)**

This rubric is an excerpt of the Scoresheet for the evaluation of child Friendly Municipalities and Cities.

| <b>Education Accomplishment Report</b> | <b>Criteria</b>  | <b>SY 2014-2015</b>    | <b>SY 2015-2016</b>    | <b>Remarks</b> |
|--|--|------------------------|------------------------|----------------|
| Attach MOV's where possible            | <b>Elementary/Secondary</b>  |                        |                        |                |
|  | a. Participation Rate  |                        |                        |                |
|  | b. Completion rate   |                        |                        |                |
|  | c. NAT-Mean Percentage Score   |                        |                        |                |
|  | d. Drop-Out Rate   |                        |                        |                |
|  | e. Intervention to prevent /minimize school Drop-Out   |                        |                        |                |
|  | f. Intervention provided by the LGU to enhance quality of elementary Education: physical/program | Describe & attach MOVs | Describe & attach MOVs |                |

| <b>HEALTH &amp; NUTRITION</b> | <b>Criteria</b>  | <b>SY 2014-2015</b> | <b>SY 2015-2016</b> | <b>Remarks</b> |
|-------------------------------|--|---------------------|---------------------|----------------|
| Attach MOV's where possible   | Presence of Health Services                                      |                     |                     |                |
|                               | a. Immunization/complementary feeding programs                   |                     |                     |                |
|                               | b. Micronutrient supplementation/Deworming                       |                     |                     |                |
|                               | c. Oral Health   |                     |                     |                |
|                               | Nutritional Status and Analysis                                  |                     |                     |                |
|                               | List of students dewormed/availed of such program                |                     |                     |                |
|                               | Nutrition Education Program/Health Education Program implemented |                     |                     |                |
|                               | Nutrition Action Plan & accomplishments                          |                     |                     |                |

| <b>SPG/SUPREME PUPIL GOVERNMENT</b> | <b>Criteria</b>   | <b>SY 2014-2015</b> | <b>SY 2015-2016</b> | <b>Remarks</b> |
|-------------------------------------|---|---------------------|---------------------|----------------|
| Attach MOV's where possible         | Presence of SPG/SSG and programs/projects/accomplishments               |                     |                     |                |
|                                     | Student Publication   |                     |                     |                |
|                                     | Bulletin Board for opinion Box evidently utilized                       |                     |                     |                |
|                                     | Ancillary Services: Clinic and guidance services                        |                     |                     |                |
|                                     | Clean canteen and no selling of junk foods                              |                     |                     |                |
|                                     | Clean rest rooms with water   |                     |                     |                |
|                                     | Presence of guidance counsellors/advisers with documents of counselling |                     |                     |                |

|  |  |  |  |  |
|--|--|--|--|--|
|  | Presence of nurse  |  |  |  |
|  | Functional and clean handwashing facilities  |  |  |  |
|  | Enough water supply  |  |  |  |
|  | Presence of clean study corner/library   |  |  |  |
|  | Presence of clean play area/corner/grounds   |  |  |  |
|  | Arm chairs/tables used by students are safe and functional   |  |  |  |
|  | Equipment utilized by students   |  |  |  |
|  | Presence of Approved SIP (approved/signed)   |  |  |  |
|  | Presence of PTA and evidence of active participation in school programs, activities and projects; records of regular meeting, work plan  |  |  |  |
|  | Presence of WFP's, APP, AIP's accomplishment Reports and PPA's   |  |  |  |
|  | Positive feedbacks from students re:<br>-non-threatening styles of teachers<br>-absence of stick/pointer in the classroom<br>-Evidence of values and discipline being taught<br>-involvement of students in community work |  |  |  |
|  | Master list of drop outs   |  |  |  |
|  | Number of Out of school children and youth availing ALS program  |  |  |  |
|  | Presence of PPA's addressing children with special needs in any  |  |  |  |

**Note: Other criterion may not be documented but serves as points for improvement.**