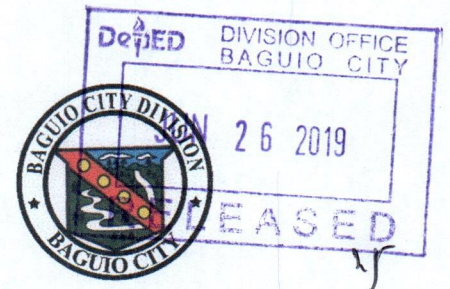




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
#82 Military Cut-Off, Baguio City
Tel. No.:4466138 Fax(074) 442 7819



Division Memorandum

No. 256, s. 2019

**SUBMISSION OF ANNUAL REPORT ON CHILD PROTECTION CASES FOR
SCHOOL YEAR 2018-2019 AND UPDATED CHILD PROTECTION POLICY MANUAL**

To: **Public Schools District Supervisors-Elementary & Secondary
All Public and Private Elementary and Secondary School Heads
Child Protection Coordinators**

Date: **June 24, 2019**

1. Pursuant to DepEd Memorandum No. 61, s.2019, reiterating the submission of anti-bullying policies and regional and division reports on bullying incidents and cases, all school heads are required to submit their updated ***Child Protection Policy Manual and Annual Report on Child Protection Cases For SY 2018-2019.***
2. Attention is hereby directed to Regional Order 007.2018 on the Basic Guidelines in the Development of Learners' Discipline Manual, and Division Memorandum No. 344, s. 2017, the Utilization of the Division-Wide Format in Crafting the School Child Protection Policy Manual.
3. This serves as ***a call to all public and private schools*** to submit an updated Child Protection Policy which includes their anti-bullying policy, its interventions and referrals and annual report of child protection cases observing the following timeline:
 - a. Annual Report on Child Protection Cases utilizing Enclosure 1 for School Heads to be submitted to their respective PSDS's. – July 1, 2019
 - b. District Consolidated Report in **hard copy** utilizing Enclosure 2 for PSD's to be submitted to **Ms. Djaizel Dacay**, the secretary to the CID Chief – July 10, 2019

Note: Pls. send the **soft copy** of District Consolidated Report at brendalee.awingan@deped.gov.ph.

- c. Division Consolidated Report –C/O the Child Protection Coordinator to be submitted to the Regional Office – July 15, 2019.
- d. Updated Child Protection Policy Manual to be submitted to **Ms. Djaizel Dacay**, the secretary to the CID Chief – August 9, 2019

4. The **officers** of the **Association of Private Schools Administration (APSA) – Baguio City** are further requested to facilitate the dissemination of information to all private schools for prompt compliance on the timely submission of reports.
5. Immediate dissemination of this memorandum to all concerned is desired.

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

Enclosure No. 1



Republic of the Philippines
Department of Education
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DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



(Enclosure No 1. To DepEd Memorandum No. 11, s. 2018, as reiterated in DepEd Memorandum No.61, s. 2019)
TEMPLATE FOR SCHOOL HEADS

**ANNUAL REPORT ON CHILD PROTECTION CASES
SY 2018-2019**

Division: Division of Baguio City
Region: Cordillera Administrative Region
District: _____
School: _____
Public/Private _____
Address of School: _____
Principal : _____

A. BULLYING

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details(Identify if Male or Female and in what Grade level)	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)

B. CHILD ABUSE

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)

C. CHILDREN-AT-RISK (CAR)

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)

D. CHILDREN-IN-CONFLICT WITH THE LAW (CICL)

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)

SUMMARY:

A. BULLYING	GRADE LEVEL	MALE	FEMALE	TOTAL
1. Verbal				
2. Physical				
3. Relational				
4. Cyber				
5. Sexual				
6. others				

B. CHILD ABUSE				
1.Physical				
2.Psychological/Emotional				
3.Sexual				
4.Neglect				
C. CHILDREN-AT-RISK OF COMMITTING CRIMES (CICL)				
D.CICL (CHILDREN-IN-CONFLICT WITH THE LAW)				
OVERALL TOTAL				

Prepared by:

School : _____

Date Submitted: _____

Noted by:

PSDS: _____

District: _____

Date Submitted: _____

Enclosure No. 2 (Template for PSDS)



Republic of the Philippines
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#82 Military Cut-off Road, Baguio City



(Enclosure No 2, To DepEd Memorandum No. 11, s. 2018, as reiterated in DepEd Memorandum No. 61, s. 2019)
TEMPLATE FOR PSDS

**ANNUAL REPORT ON CHILD PROTECTION CASES
SY 2018-2019**

Division: Division of Baguio City
Region: Cordillera Administrative Region
District: _____
PSDS : _____

A. BULLYING

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details(Identify if Male or Female and in what Grade level)	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)
PRIVATE SCHOOLS				

B. CHILD ABUSE

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)
PRIVATE SCHOOLS				

C. CHILDREN-AT-RISK (CAR)

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)
PRIVATE SCHOOLS				

D. CHILDREN-IN-CONFLICT WITH THE LAW (CICL)

PUBLIC SCHOOLS				
Date (from June 2018-April 2019)	Name of School	Case Details	Actions (Includes processes and result/agreement)	Remarks (Includes follow up and status)
PRIVATE SCHOOLS				

SUMMARY:

A. BULLYING	GRADE LEVEL	MALE	FEMALE	TOTAL
1. Verbal				
2. Physical				
3. Relational				
4. Cyber				
5. Sexual				
6. others				
B. CHILD ABUSE				
1.Physical				
2.Psychological/Emotional				
3.Sexual				
4.Neglect				
C. CHILDREN-AT-RISK OF COMMITTING CRIMES (CICL)				
D.CICL (CHILDREN-IN-CONFLICT WITH THE LAW)				
OVERALL TOTAL				

Prepared by: _____
 Public Schools District Supervisor: _____
 District: _____
 Date Submitted: _____