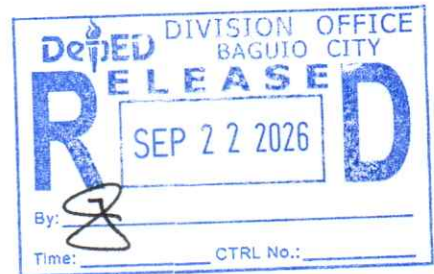




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



21 September 2026

DIVISION MEMORANDUM

No. 623-2026

REITERATION OF PREVENTIVE MEASURES FOR ENSURING SAFE AND SECURE SCHOOLS

To: All Public Elementary and Secondary School Heads
School DRRM Coordinators
SDO Personnel
Others Concerned

1. The Schools Division Office of Baguio City remains committed to ensuring that schools provide a safe, secure, inclusive, and conducive environment for learners and school personnel. In view of the continuing need to strengthen preventive and protective measures in schools, all school heads are hereby reminded to review and reinforce existing school safety protocols, particularly those implemented during the entry, exit, and re-entry of learners.

2. As part of the school's preventive security measures, schools are encouraged to implement appropriate screening procedures at designated entry points, which may include the use of handheld metal detectors, walk-through metal detectors, and/or reasonable bag inspection, consistent with existing DepEd policies, applicable laws, and the school's established safety and security protocols.

3. Particular attention shall be given to periods when there is increased movement of learners, such as:

- a. **morning entry** of learners into the school premises;
- b. **lunch and recess periods**, particularly when learners are permitted to leave and subsequently re-enter the school premises;
- c. **dismissal and re-entry** during authorized school activities; and
- d. other instances when school personnel determine that additional screening measures are necessary based on the prevailing security and risk conditions.

4. In implementing these measures, school heads shall ensure that screening procedures are conducted in a manner that is orderly, respectful, non-discriminatory, and appropriate to the age and circumstances of learners. Screening shall be undertaken primarily as a preventive measure and shall not unnecessarily disrupt the delivery of instruction or cause undue embarrassment, intimidation, or profiling of learners.

5. Schools shall likewise ensure that:

- a. designated personnel are properly oriented on the appropriate use of metal detectors and conduct of bag inspection;



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@depd.gov.ph



DepEd Tayo Baguio City



<https://depdpines.com>



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

- b. screening is conducted at identified entry points and in a manner that allows the safe and orderly flow of learners;
 - c. prohibited or suspicious items, when found, are handled in accordance with existing school safety protocols and applicable laws and regulations;
 - d. learners are appropriately informed of the purpose of the screening measures and the items that are not allowed inside the school premises;
 - e. appropriate arrangements are made for learners who may require special assistance or reasonable accommodation during screening; and
 - f. coordination is maintained with the School DRRM Coordinator, security personnel, barangay authorities, local law enforcement, and other appropriate partners whenever necessary.
6. School heads are further reminded to regularly assess the effectiveness of their existing security and safety measures and adjust their protocols based on the school's risk assessment, physical layout, learner population, identified hazards, and prevailing security concerns.
7. The implementation of preventive security measures shall complement, and not replace, other essential school safety measures, including effective access control, visitor management, perimeter security, emergency communication, early warning systems, incident reporting, evacuation procedures, and coordination with concerned authorities.
8. All school heads are hereby directed to reiterate these preventive measures to all concerned school personnel, security guards, teaching and non-teaching personnel, learners, and other stakeholders, as appropriate, to ensure a shared understanding of their respective roles in maintaining a safe school environment.
9. For queries or clarifications, please contact Cliftone K. Bangse-il, PDOII-DRRM.
10. Immediate dissemination and compliance of this Memorandum is desired.


SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent 

SGOD/SMN/DRRM/ckb



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph
 DepEd Tayo Baguio City  <https://depedpines.com>