

Republic of the Philippines

Department of Education Region V

SCHOOLS DIVISION OF SORSOGON

MEMORANDUM

TO

Asst. Schools Division Superintendent

Chiefs of the SGOD and CID

School Heads of Public and Private Elementary and

Secondary Schools All Others Concerned

FROM

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WILLIAM E. GANDO, CESO VI

Schools Division Superintendent

SUBJECT

Submission of Reportorial Requirements Pursuant to DepEd Child Protection Policy

DATE

:

July 29, 2024

- 1. Every private and public schools offering the basic education curriculum has a reportorial obligation under D.O. No. 40, s. 2012 entitled DepEd Child Protection Policy, D.O. No. 55, s. 2013 otherwise known as the Implementing Rules and Regulations of R.A. No. 10627 otherwise known as the Anti-Bullying Act of 2013, and D.O. No. 18, s. 2015 known as DepEd Guidelines and Procedures on the Management of Children-at-Risk (CAR) and Children in Conflict with the Law (CICL).
- **2.** Pursuant to the aforementioned issuances, public and private elementary and secondary schools within the administrative and supervisory jurisdiction of this Division is directed to submit the foregoing reports not later than August 2, 2024.
 - Accomplished Report on Incidents of Bullying (Enclosure No. 1, of D.M. No. 59, s. 2015)
 - Accomplished Report on Incidents of Child Abuse (Enclosure No. 1B of D.M. No. 59, s. 2015)
 - > Accomplished Report on Cases Involving CAR and CICL in Schools (Appendices D and F of D.O. No. 18, s. 2015)
- **3.** The template of the report to be submitted is hereto attach.
- **4.** For widest dissemination and compliance.







(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

			 Τ-	т-	1	Υ	т	-	т	 				
	Revie	Note:										Place of Incident	Date/	School: Address:
	Reviewed and Conformed by:	Bullying is postage. Physical Social Gender Cybe										Physical		ol:
Ö	Conforme	perpetrated ical – unwa il – refers t ler-Based - r Bullying -										Social		
Date:	ed by:	by a studen inted physic; o any delibe; - refers to ar - any bullying										Gender- Based	Nature of Bullying	
	Nam	t against and all contact (purate, repetitive rate, rest that hung done through don										Cyber Bullying	ullying	
	Name and Designation	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 ber Gender-Based – refers to any act that humiliates or excludes a perso Cyber Bullying – any bullying done through the use of technology or										Retaliation		
	ation	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 Gyber Bullying – any bullying done through the use of technology or any electronic means (texting, email, chatting, online games etc.)										NAME	Victims	Classification: (Private/Public)
		apping, tidended to he basis of pronic mea										Age	ms	(Private/ garten/E
		kling, hea lurt or bel lerceived										Sex (M/F)		Public) lementa
-	Prepared by:	adlocks etc.) ittle an individual or actual sexual o										NAME	Perpetrator	ary/Secondary)
Date:	d by:	(name-ca rientation , online g										Age	trator	
	ı	alling, cur and gen										Sex (M/F)		
	Name/De	sing, labellin der identity .)										Action Taken		
	Name/Designation	g, etc.)										Recommendation		
											c	Status (Resolved/Pending/ Referred to other agency)	- Sylvenson	

(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

Address:				Classification: (Private/Public) Level: (Kindergarten/Element	(Privat 'garten	e/Public /Elemer	Classification: (Private/Public) Level: (Kindergarten/Elementary/Secondary)					
Date of Incident		Nature o	Nature of Abuse	Victims	ns		Perpetrators	rators		Relationship to the Victim	Action Taken	Status (Resolved/Pending/ Referred to other agency)
	Physical	Sexual	Verbal/ Psychological	NAME (Last Name, First Name, M.I.)	Age	Sex (M/F)	NAME (Last Name, First Name, M.I.)	Age	Sex			
Total												
vote: Child /	Abuse refers to Physical – I Sexual – re Psychologi of punishm	the maltreatme refers to acts the fers to acts that cal - refers to a ent, and repeat	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 obs o Psychological – refers to acts or omissions causing or likely to cause mental or emotional suffering to the child which include intimidation, hara of punishment, and repeated verbal abuse.	or not, which includes are h subjects children to per rape, sexual harassment rely to cause mental or er	ny of the f form task sexually notional s	ollowing: s which are demeanin uffering to	hazardous to their phy g remarks, forcing child the child which include	sical well- ren to wall- intimidation	being; ch obscene on, harassme	publications or shows on shows on talking, public ridi	etc.; and cule, threat of de	se refers to the mattreatment 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.
RelationNo am	onship to the Vi icable settleme	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 personne	l (teache	's and non-	teaching staff)					
Reviewed and Conformed by:	nd Conform	ned by:	Name and Designation	nation			Prepared	д бу:	l	Name/Designation	signation	
•	_	Date:					D	Date:				

CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)

Scr	iool/ Division/ Region:				
Per	iod Covered:			The state of the s	
i. C	HILDREN- AT-RISK (CAR)				
	Classification	No. of	Student	Action Taken	Remarks
		Male	Femal	e	
1.	Victim of abuse (sexual, physical, psychological, mental, economic and other mean)				
2.	Victim of Neglect				
3.	Coming from a dysfunctional family or without parent or guardian				
4.	Being member of a gang				
5.	Living in a community with a higher level of criminality				
6.	Living in a situation of armed conflict				
7.	Committed a status Offense under Section 57 of RA 9344, as amended				
8.	Prostituted Children				
9.	Mendicant under PD 1563				
10	Solvent/ Rugby User				
11.	Others				
II. C	Description of action taken by the school or	division	to allevi	ate the risk factor	s of the CAR:
					
Prep	pared by:		ı	Noted by:	
— Desi	gnation		- !	Principal /Superint	endent /Regional Director

Designation	Prepared by:	B. Description of any intervention program or diversion program that the school or the reintegration of the CICL in the school and community		Learner's Reference Number (LRN)	A. Consolidated Report on Incidents of Children in Conflict with the Law (CICL)	Period Covered:	School/ Division/ Region:
		vention pro		Age	Incidents o		
		gram or div		Sex (M/F)	f Children i		
		ersion programmunity		Case / Violation	n Conflict with		
1		m that the s		Action Taken	the Law (CI		
Principal/ Superintendent/ Regional Director	Noted by:			Intervention/Diversion Program	ct)		
 onal Director		division initiated or adopted which facilitated		Remarks			