

Department of Education REGION VII - CENTRAL VISAYAS SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

July 11, 2023

DIVISION MEMORANDUM No. **0328**, s. 2023

REQUEST ON THE CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES

To: Assistant Schools Division Superintendents
Division Chiefs, CID and SGOD
Public Schools District Supervisors/Acting PSDSs
Private/Public Secondary and Elementary School Principals
Child Protection Committees in Schools
All Others Concerned

- 1. Attached is Regional Memorandum No. 469 s. 2023 dated July 10, 2023 and Memorandum from the Office of the Undersecretary for Operations on the request for the consolidated reports of Learner Rights and Protection Cases.
- 2. This Office hereby requests the Focal Persons on Learners Rights and Protection (LRP) of the Child Protection Committees (CPCs) in schools to submit the reports and required documents from Public and Private Schools, for Division Consolidation on or before **July 14, 2023** using this google drive link: https://tinyurl.com/LRPCasesBohol
- 3. For more details, refer to the attached communication.
- 4. For immediate compliance.

Schools Division Superintendent

at.

SDS/ASDS/SGOD/MRB/abd







Republic of the Philippines

Department of Education REGION VII - CENTRAL VISAYAS

Office of the Regional Director

JUL 1 0 2023

REGIONAL MEMORANDUM No. 0 4 6 9, s. 2023

REQUEST ON THE CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES

To: Schools Division/City Superintendents Officers-in-Charge of Regular/Interim Divisions All Others Concerned

- Attached is a Memorandum from the Office of the Undersecretary for Operations on the request for regional consolidated and submission of the Schools Divisions' reports of Learners Rights and Protection Cases.
- This Office hereby requests the Focal Persons on Learners Rights and Protection 2. (LRP) of the Schools Division Offices to submit the Division Consolidated reports and required supporting documents from Public and Private Schools, Consolidation on or before JULY 17, 2023 at essd.seven@deped.gov.ph using the prescribed templates attached to this Memorandum or in this google drive link : https://tinyurl.com/LRP-References.
- 3. For Consolidation Report of Learners Rights and Protection Cases/Incidents you may access the google link: https://tinyurl.com/Consolidation-Reprts.
- 4. For more details, refer to the attached communication.

5. For immediate compliance.

SALUSTIANO T. JIMENEZ EdD, JD, CESO V

Director IV Regional Director

STJ/CAE/ESSD/TTP



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City Telephone Nos.: (032) 231:1433; (032) 414-7399

Email Address: region7@deped.gov.ph



Republic of the Philippines Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

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OUOPS 2023

TO

REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

ALL PUBLIC AND PRIVATE SCHOOLS, ELEMENTARY AND

SECONDARY SCHOOLS

FROM

ATTY. REVSEE A. ESCOBEDO

Undersecretary for Operations

SUBJECT

REQUEST ON THE CONSOLIDATED REPORTS OF LEARNER

RIGHTS AND PROTECTION CASES

DATE

June 8, 2023

Pursuant to Department Order No. 003, series of 2021¹, the Learner Rights and Protection Office (LRPO), formerly known as *Child Protection Unit* and *Child Rights in Education Desk*, is mandated to lead in the planning, implementing, coordinating, monitoring and evaluation of programs, projects, and activities related to learner rights and protection at all governance levels of the Department.

In line thereto, this Office is requesting the submission of consolidated reports on incidents of bullying and child abuse, as well as cases involving children-at-risk (CAR) and children in conflict with the law (CICL), other learner rights and protection concerns, the number of schools with localized child protection policies and anti-bullying policies, and schools with established child protection committees (CPC), in reference to the Reiteration of the Reportorial Obligation of Schools, Schools Division Offices, and Regional Offices, under DM No. 114, s. 2017².

Further, all public and private schools are directed to submit their respective SDOs the accomplished reports on bullying and child abuse, cases involving children-atrisk (CAR) and children in conflict with the law (CICL), other learner rights and

Email: goops deped gov.ph; Website: www.deped.gov.ph

Telephone No.: (02)8633-5313; (02)8631-8492

DepEd Order No. 003, s. 2021, "Creation of the Child Rights in Education Desk and the Child Protection Unit of the Department of Education," January 15, 2021.

² DepEd Memorandum No. 114, s. 2017, "Reiteration of the Reportorial Obligation of Schools, Schools Division Offices, and Regional Offices Pursuant to DepEd Order Nos. 40, s. 2012, 55, s. 2013, and 18, s.2015," July 17, 2017.

protection concerns, copies of their School-Based Child Protection Policy and Anti-Bullying Policy certifying their adoption and localization of DO 40, s. 2012³, and reports on the status of their established child protection committees (CPC).

In view of the foregoing, the LRPO through this Office requests all Regional Offices to submit the consolidated data by:

- 1. Using the Google form: https://tinyurl.com/Consolidation-Report.
- 2. Sending an email of the following (both in MS Excel and PDF formats) to lrpo@deped.gov.ph.
 - Accomplished Regional Consolidated Report on Incidents of Bullying (Enclosure No. 1);
 - Accomplished Regional Consolidated Report on Incidents of Child Abuse (Enclosure No. 2);
 - Accomplished Regional Consolidated Report on Cases involving CAR (Enclosure No. 3) and CICL in Schools (Enclosure No. 4);
 - Accomplished Regional Consolidated Report on Other Learner Rights and Protection Concerns (Enclosure No. 5); and
 - v. Regional Consolidated Report on Schools with Localized Child Protection Policy and Anti-Bullying Policy, and Schools with Established Child Protection Committees (Enclosure No. 6).

The data which must come from the Schools Division Offices must be submitted only to the Regional Offices for consolidation. Only the consolidated data from the Regional Office, which must be validated by the Regional Director, will be received and acknowledged by this Office. Further, the Regional Office, Division Office and all public and private schools must strictly follow the reporting template attached in this memorandum or in this google drive link: https://tinyurl.com/LRP-References. The deadline of submission of all the reports is on July 21, 2023.

Thus, the persons-in-charge of the consolidation of reports in the field are as follows:

- a. Child Protection Focal Person in the Education Support Service Division (ESSD) in the Regional Office;
- b. Child Protection Focal Person in the School Governance and Operations Division (SGOD) in the Schools Division Office; and
- c. Child Protection Committees (CPCs) in schools.

In order to foster accurate, valid, and reliable consolidated reports, the following are required supporting documents requested from the Regional Offices in addition:

- a. Accomplished School-based Consolidated Report on Incidents of Bullying (Enclosure No. 7)
- Accomplished School-based Consolidated Report on Incidents of Child Abuse (Enclosure No. 8)
- Accomplished School-based Consolidated Report on Cases of Children-At-Risk (Enclosure No. 9)
- d. Accomplished School-based Consolidated Report on Incidents of Children in Conflict with the Law (CICL) (Enclosure No. 10)

³ DepEd Order No. 40, s. 2012, "DepEd Child Protection Policy," May 12, 2012.

- e. Accomplished School-based Consolidated Report on Other Learner Rights and Protection Concerns (Enclosure No. 11)
- f. Accomplished Intake Sheet Forms per DO 40, s. 2012 (Enclosure No. 12)
- g. Accomplished Profiling and Initial Risk Assessment Tools for Children-at-Accomplished Risk (Enclosure No. 13)
- Accomplished Children in conflict with the Law (CICL) Intake form (Enclosure No. 14)
- School-based Activity Reports that show the measures undertaken for the prevention of learner rights and protection violations.

Further, the data privacy of the learners shall be maintained and protected at all costs, as provided by Republic Act (RA) No. 10173, otherwise known as the Data Privacy Act.

For your information and guidance.

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Regional Consolidated Report on Other Learner Rights and Protection Concerns School Year 20_____-20___

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			afters of Be	albring		Victim			Ferpeto	W'er				
Date/Place of Incident p	Physical	Social .	Gender- based	Cyber Bullying	Retuliation	Name	Age	Sex (M/F)	Name	Ag-	SeA (M/F)	Action Taken	Becemmendation	Status (Heathred/ Pending/ Heleared to other agonery)
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Page 21 of 33

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CONTIDENTIAL

School-Based Report on Incidents of Child Abuse School Year 20 - 20

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		-	Psychological	Name (Last Name, First Name, M.I.)	Age	Sun (M/F)	Name (Last Name, Pirst Name, M.1.)	Age	Sem (M/P)	Relationship to the Victim	Action Taken	(Resolved! Pending! Re to other agency)
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SCHOOL-BASED CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)

School: Period Covered:				School	ID:	
Total Number of Students:	_	Class	ification	Publi	Level:	☐ Bernentary ☐ Junior High School
I. CHILDREN-AT-RISK (CAR)						Senior High School
Classification	No. of	Students	4.0	elan Mata		
I BYRESON AND AND AND AND AND AND AND AND AND AN	Male	Female	AC	tion Taken	1	Present Status
Victim of abuse (sexual, physical, psychological, mental, economic and other mean) Victim of Neglect						
5. Coming from a dystunctional family or without parent or					-	
ouardian						
Being a member of a gang Living in a community with a higher level of criminality						
6. Living a situation of armed conflict					-	
7. Committed a status Offense under Section 57 of RA 9344, as amended						
8. Mendicant under PD 1563					-	
9. Solvent/ Rugby user					_	
 Marijuana/ Drug Use/ Dependency 						
11. Smoking						
12. Others					†	
II. Concrete descriptions of actio	ns taken b	y the scho	ol to ali	eviate the risk	factors	of the CAR:
	Numi	per of Resolve	ed Cases			
Number of Cases referr		Cases for Mo				
Number of Cases referred to			THE RESERVE OF THE PARTY OF THE			
Prepared by:				Validated by:		
(Designation)	-		-		Principa	il
Date:	_			Date:		

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Appendix F

A. Consolidated Report on Inc	cidents of	Children	in Conflict with the Law !	CICL		
Learner's Reference Number (LRN)	Age	Sex (M/F)	Casc/Violation	Action Taken	Intervention/ Diversion Program	Remarks
	-					
	_	-				
Concrete descriptions of any	intervent	ion progr	am or diversion program t	hat the school initiated or a	adopted whch facilitated the re-	integration of
Concrete descriptions of any CL in the school and commu	/ intervent	ion progr	am or diversion program t	hat the school initiated or a	adopted wheh facilitated the re	integration of
Concrete descriptions of any CL in the school and commun	Number	of Resolved	Cases	hat the school initiated or a	adopted wheh facilitated the re	integration of
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Date/Place of Incident	Spinite.	Cart Sale	- Trade and	Care.	45	September 1	11/1	Name	Aer	Sex [M/F]	Валь	Age	Ses. (36/7)	Action Taken	Intervention Programs	Status (Standard) Ending Referral to other agreey)
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Republic of the Philippines Department of Education

In compliance with the Data Privacy Act of 2012, the Learner Rights and Protection Office (LRPO), all personal data obtained from this form is entered and stored within DepEd's authorized information and communications system and will only be accessed by authorized personnel. Moreover, Section 18 of the DepEd Child Protection Policy ensures that the identity or other information pertaining to the learner/s or individuals involved shall be withheld from the public to protect their privacy.

INTAKE SHEET

I. INFORMATION	INTARE SHEET	
A. VICTIM:		
Name:		
		Sex:
March 14 March 1997		
Parents:		
Mother:		Age:
Address:		
Damenation		
* 11		
B. COMPLAINANT:		
Name:		
Relationship to the Victin	12	
Address and Contact Nur		
C. RESPONDENT: C-1. If respondent is a Sc	hool Personnel	
Name:		
Date of Birth:	Age:	Sex:
Address and Contact Nur	nber:	
Position/Designation:		

ENCLOSURE 12. Continuation

			CONFIDENTIAL
C-2. If respondent is a Stud	to and		COMPIDENTIAL
Date of Bird			
Gr./Yr. and Section:	Age:	Sex:	
Parents/Guardian:			
Mother:		Ape:	
Occupation:			
Address and Contact Number	er:		
Father:			
0			
Address and Contact Numbe	e1		
	r:		
DETAILS OF THE CASE:			
			b.
ACTION TAKEN:			
ACTION INDEN:			
RECOMMENDATIONS:			
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ENCLOSURE 12. Continuation

Prepared by:		
Signature over Print	ted Name	
Designation		
Date		
Noted by:		
Signature over Print	ed Name	
Designation	-	
Date		



Appendix A

CONFIDENTIAL

Profiling and Initial Risk Assessment Tools for Children-at-Risk

PART I:

This form will hepthe guidance teacher or guidance counselor quickly note down risk factors that make the child vulnerable to coming intoconflict with the law A check mark on those stems in red/bold font require immediate referral of the child to the LSWDO, DSWD or licensed child-caring agencies and NGOs for futher assessment and treatment or intervention planning

A mark on the other items or factors, othern than those in red, require further investigation or data gathering on the part of the school CPC before referral is made to the LSWDO or DSWD

Initial assessment made using this form will not substitute for the professioal assessment and judgment of a licensed counselor, licensed child psychologist and licensed social worker.

I. Child's Identifying Ir	iformation		
Name:	1,000	iliano.	
Age:		Date of Birth:	
Sex			
Address			
In school?	Yes; Grade/ Yea	ar Level:	
		ade/ Year Level Finished:	
Caregivers	Father only	Mother only	Father & Mother
	Others (indicate rela	ationship to the child):	
Caregiver's source of i	ncome/employment and n	nonthly income:	
No. of siblings:	1	No. of siblings below 18 years old	
Ordinal position:			
I. Individual factors			
200	ubstance/alcohol abuse		
	ero caraco		
Involvement	the state of the s	alanment activity identify	
Involvement Involvement	t in any positive youth dev	relopment activity, identify	in school
Involvement Involvement Reported in	t in any positive youth dev cidents of sudden outburs	sts of anger/irritability exhibited	in school
Involvement Involvement Reported in Report or al	t in any positive youth dev cidents of sudden outburs llegations of traumatic exp	sts of anger/irritability exhibited periences of the child	in school
Involvement Involvement Reported in Report or al	t in any positive youth dev cidents of sudden outburs flegations of traumatic exp cent suicide attempts or s	sts of anger/irritability exhibited periences of the child suicidal ideation	
Involvement Involvement Reported in Report or al Reported re Child observer	t in any positive youth dev cidents of sudden outburs flegations of traumatic exp cent suicide attempts or s	sts of anger/irritability exhibited periences of the child	

ENCLOSURE 13. Continuation

Types of offenses committed (Mark with X a	nd indicate how many times reported for every type of offense
committed)	The state of the s
Theft	
Robbety	
Physical injuries	
Sexual harassment	
Rape	
Homicide	
Murder	
Drug-related offense	
Other offenses punished under pena	il laws (please indicate)
Family/community factors:	
Child is a victim of abuse, identify Child is a victim of neglect	(sexual, physical, emotional, verbal)
Child has no parents or no adult gua	
History of parental criminal behavior	
History of sibling's criminal behavior	
Witness to family/ domestic violence	
Parent substance abuse	
Homeless	
Abandoned	
Witness to community violence	
Presence of support system (family, c	ommunity, church, schools
School Behavior	
Child is behaving well in school	
Child is a victim of bullying in school	
Child has been observed to have mod	
	wior in school. Child has been reported for bullying in school.
Chad had severe problems with bene	wor in sensor. Child has been reported for builying in school.
Juvenile Justice (JJ)*	
distory of criminal behavior	
Current criminal behavior is the first	known occurrence
Youth has engaged in multiple deline	quent acts in the past year
Seriousness	
Youth has engaged only in status vio	latoins or violations of local ordinances
Youth has engaged in criminal behav	
	vior that places other citizens at risk of significant
physical harm	
Peer influences	
Youth's primary peer social network	does not engage in delinquent behavior
Youth predominantly has peers who	
	are known to ngage in criminal behavior

^{*} Inducators were based on the Juvenile Justice Module of the Child and Adolescent Needs and Strengths Manual Preda Foundation (1999)

ENCLOSURE 13. Continuation

PART II:

The table below further provides a non-exhaustive list of examples of evidence which would suggest that a student has met the threshold for an immediate referral to the proper authorities (LSWDO, Licensed SW of accredited and duly-licensed child caring agency, or to the DSWD CIUI or whether there is still a need for further investigation or data gathering on the allegations before referrals are made.

Initial assessment made using this form will not substitute for the professional assessment and judgment of a licensed counselor, licensed child psychologist and licensed social worker.

Referral to LSWDO for immedia	
Initiak Assessment: For further investigation before	ore referral to LSWDO or DSWD within 24 hours
Any allegation of abuse or neglect or any suspicious injury in a non-mobile child	Allegation of physical assault with no visible injury (child is mobile and verbal)
Two or more minor injuries in non-verbal young children (including disabled children)	
Allegations or suspicious about a serious injury	Any incident/ injury triggering concern e.g. a series of apparently accidental injuries or a
Allegations or suspicious about a sexual abuse perpetrated against a child	minor non-accidental injury
Repeated allegations of reasonable suspicious of non-accidental injury or injuries	Repeated expressed minor concerns from one or more sources on suspicious of non-accidental injury
The child has been traumatised, injured or neglected as a result of domestic violence	Allegation concerning verbal threats
Repeated allegations involving serious verbal threats and/or emotional abuse	Allegations of emotional abuse including that
Allegations/ reasonable suspicions of serious neglect	Allegations of periodic neglect including insufficient supervision; poor hygiene; clothing or nutrition; failure to seek/attend treatments or appointments; young carers undertaking intimate personal care

ENCLOSURE 13. Continuation

Direct allegation of sexual abuse made by child or abuser's confession to such abuse Any allegation segesting connections between sexually abused children in different families	Suspicions of sexual abuse (e.g. medical concerns, sexualized behavior, or referral by concerned relative, neighboor and caregiver)
or more than one abuser	
An individual inside the child's home posing a risk to the child (alleged perpetrator living with the child or who has daily access to the child/adult alleged of threatening child to commit crime, etc.)	
Any suspicious injury or allegation involving a childalready subject to a child protection plan or looked after by a local authority	
No available parent/carer and child is left abandoned child	No available parent, child in need of temporary accommodation and no specific risk if this need is met
Suspicion that a child has suffered or is at-risk of significant harm due to fabricated/ induced illne	ess
A child reported to be at-risk of sexual exploitation or trafficiking	
Pregnancy in a child	
A child at-risk of forced marriage	
Initial assessment made by:	
	Designation
Name and Signature Noted by:	Designation
Name and Signature	Designation

ENCLOSURE 14. Accomplished CICL Intake form



Appendix B

CONFIDENTIAL

Children in Conflict with the Law (CICL) Intake Form

ivision	1:	Region:
ame o	f School:	
ddres	S:	
ase No	D.:	
ate:		
I.	Identifying Information	
	Name:	
	Nickname:	
	Age: Sex:	
	Date of Birth:	
	Place of Birth:	_
	Address:	
	Grade/ Year Level & Section:	
	Class Adviser:	
	Parents/Guardian Information	
	Contact Nov.	
	Contact Nos.	
п.	Problem Presented (Information on the Reported Offense)
	Alleged offense committed by the student (describe incident	as reported):
	Place and Date of Alleged Commission of Offense:	
	Name of the referring party/ relation to the child:	
	Name of victim/s (if any):	Grade/Level:
	Previous Offense reported in school, if any (please indicate d	ate:)

ENCLOSURE 14. Continuation

LSWDO Name: LSWDO Name: PNP Name: Contact No. NGO/ FBO Name of Organization Contact No. Released to: Parents Guardian Relative/s Name: Name and Signature of Receiving Party Address: Name and Signature Designation			<u> </u>	
LSWDO Name: Contact No. PNP Name: Contact No. NGO/ FBO Name of Organization Contact No. Released to: Parents Guardian Relative/s Name: Name and Signature of Receiving Party Address: Name and Signature Designation				
PNP Name: Contact No. NGO/ FBO Name of Organization Contact No. Released to: Parents Guardian Relative/s Name: Contact No. Name and Signature of Receiving Party Address: Name and Signature Designation				
Referred and/or Released to: LSWDO Name:				
LSWDO Name: Contact No	Disposition Referred	on: and/or Released to:		
PNP Name: Contact No. NGO/ FBO Name of Organization Contact No. Released to: Parents Guardian Relative/s Name: Contact No. Name and Signature of Receiving Party Address: Prepared by: Name and Signature Designation				
PNP Name: Contact No. NGO/ FBO Name of Organization Contact No. Released to: Parents Guardian Relative/s Name: Contact No. Name and Signature of Receiving Party Address: Prepared by: Name and Signature Designation		LSWDO Name:		Contact No.
Contact No. Parents				
Contact No. Released to: Parents Guardian Relative/s Name: Name and Signature of Receiving Party Address: Prepared by: Name and Signature Designation		NGO/ FBO Name of	Organization	
Parents Guardian Relative/s Name: Name and Signature of Receiving Party Address: Name and Signature Designation				
Guardian Relative/s Name: Name and Signature of Receiving Party Address: Prepared by: Name and Signature Designation	Released t			
Guardian Relative/s Name: Name and Signature of Receiving Party Address: Prepared by: Name and Signature Designation				
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Prepared by: Name and Signature Designation		Relative/s Name:		Contact No.
Address:				
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