



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



Division Memo No. 142 s. 2019

To: **ALL PRIVATE AND PUBLIC SCHOOL HEADS (Elementary and Secondary)**
ALL GUIDANCE COUNSELORS/DESIGNATE of Public and Private Schools
(Elementary and Secondary)
All others concerned

From: **Office of the Schools Division Superintendent**

Date: **April 17, 2019**

Subject: **Submission of School Report on Incidents of CHILD ABUSE, BULLYING, CHILDREN IN CONFLICT WITH THE LAW (CICL), and CHILDREN AT RISK (CAR) for S.Y. 2018-2019**

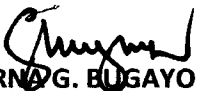

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This refers to the Reiteration of the Reportorial Obligation of all Elementary and Secondary Schools (private and public), Pursuant to **DepEd Order Nos. 40, s. 2012, 55, s. 2013, and 18, s. 2015.**

Hence, all Private and Public School Heads are hereby directed to submit a Report of incidents and cases of Child Abuse, Violence, Exploitation, Discrimination, Bullying and other forms of abuse for **SY 2018-2019 on or before May 3, 2018** to the Division Office, attention to Atty. JOSE O. OVIEDO (Attorney III), SDO DAGUPAN CITY, Legal Officer. Kindly send also a softcopy or scanned copy of your report to attyjoseoviedo@gmail.com

The Forms to be used are attached herewith for your reference. Kindly provide for the details required of the said forms. Schools without reported incidents must still submit a report indicating "No Incident" therein.

For your information, guidance and immediate compliance.


Dr. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent 



Republic of the Philippines
Department of Education

11 JUN 2015



DepEd MEMORANDUM
No. **59**, s. 2015

CHANGE IN AND ADDITIONAL INFORMATION TO DEPED MEMORANDUM NO. 68, S. 2014
(Submission of School-Based Child Protection and Anti-Bullying
Policies and Reports on Compliance)

To: Regional Directors
Schools Division Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

1. DepEd Memorandum (DM) No. 68, s. 2014 entitled *Submission of School-Based Child Protection and Anti-Bullying Policies and Reports on Compliance* was issued pursuant to DepEd Order (DO) No. 55, s. 2013 entitled *Implementing Rules and Regulations of Republic Act (RA) No. 10627, otherwise known as the Anti-Bullying Act of 2013*, requiring schools to submit their child protection or anti-bullying policies, including the report on relevant information and statistics on bullying and retaliation from the preceding year.
2. For the purpose of disaggregating data on incidents of child abuse and bullying, Item 3 of DM 68, s. 2014 is hereby changed as follows:
 - a. Public and private schools, both elementary and secondary schools shall submit the accomplished Report on Incidents of Bullying (Enclosure No. 1A) and the Report on Incidents of Child Abuse (Enclosure No. 1B) to their respective schools division offices (SDOs) **one week after the start of the school year** instead of before July 31, 2014;
 - b. The SDOs shall submit their accomplished Division Consolidated Report on Incidents of Bullying (Enclosure No. 2A) and the Division Consolidated Report on Child Abuse (Enclosure No. 2B) to their regional offices (ROs) **on or before June 30 of every year** instead of on or before July 1-31, 2014;
 - c. The ROs shall submit the accomplished Regional Consolidated Report on Incidents of Bullying (Enclosure No. 3A) and the Regional Consolidated Report of Incidents of Child Abuse (Enclosure No. 3B) to the **Office of the Undersecretary for Legal and Legislative Affairs on or before July 15 of every year** instead of on or before August 15, 2014; and
 - d. The consolidated reports on school-based child protection and anti-bullying policies shall be submitted as follows:
 - i. Public and private schools, which have not yet complied with the submission requirement, shall submit copies of their school-based child protection and anti-bullying policies **on or before July 3, 2015** instead of July 3, 2014;
 - ii. The SDOs shall submit the accomplished Division Consolidated Report on the Submission of School-Based Child Protection and Anti-Bullying Policies (Enclosure No. 2 of DM 68, s. 2014) **on or before July 31, 2015**; and

- iii. The ROs shall submit the accomplished Regional Report on the Submission of School-Based Child Protection and Anti-Bullying Policies (Enclosure No. 4 of DM 68, s. 2014) **on or before August 15, 2015**.
 - iv. Meanwhile, the Report of Cases on Abuse, Violence, and other Related Offenses (Annex A of DO 40, s. 2012 entitled *DepEd Child Protection Policy*) shall be submitted by all public and private schools following the same procedures of reporting.
3. All other provisions stated in DepEd Memorandum still remain.
 4. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary 

Encls.:

As stated

References:

DepEd Memorandum: (No. 68, s. 2014)
DepEd Order: (Nos. 55, s. 2013 and 40, s. 2012)

To be indicated in the Perpetual Index
under the following subjects:

CHANGES
LEGISLATIONS
POLICY
PUPILS
REPORTS
RULES AND REGULATIONS
SCHOOLS
STUDENTS
TEACHERS

(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 _____

School: _____
Address: _____

Classification: (Private/Public) _____
Level: (Kindergarten/Elementary/Secondary) _____

Date/ Place of Incident	Nature of Bullying					Victims			Perpetrator			Action Taken	Recommendation	Status (Resolved/Pending/ Referred to other agency)	
	Physical	Social	Gender- Based	Cyber Bullying	Retaliation	NAME	Age	Sex (M/F)	NAME	Age	Sex (M/F)				

Note: Bullying 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
- Cyber Bullying – any bullying done through the use of technology or any electronic means (texting, email, chatting, online games etc.)

Reviewed and Conformed by: _____
Name and Designation

Prepared by: _____
Name/Designation

Date: _____

Date: _____

Division Consolidated Report on Incidents of Bullying
School Year _____

Division: _____

Total Number of Public Schools: _____ Total Number of Private Schools: _____
 Elementary: _____ Elementary: _____
 Secondary: _____ Secondary: _____
 Total: _____ Total: _____

School	Nature of Bullying					No. Of Bullying Incidents		
	Physical	Social	Gender-Based	Cyber Bullying	Retaliation	Total No. of Male Victims	Total No. of Female Victims	Total
I. Public								
A. Elementary								
1.								
2.								
Sub-Total								
B. Secondary								
1.								
2.								
Sub-Total								
II. Private								
A. Kindergarten								
1.								
Sub-Total								
B. Elementary								
1.								
2.								
Sub-Total								
C. Secondary								
1.								
2.								
Sub-Total								
Total								

Note: Bullying 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
- Cyber Bullying – any bullying done through the use of technology or any electronic means (texting, email, chatting, online games etc.)

Prepared by: _____

Name and Designation

_____ Date

Reviewed and Confirmed by: _____

_____ Name/Designation

_____ Date

(To be submitted to the Regional Office on or before June 30)

Division Consolidated Report on Incidents of Child Abuse School Year _____

Division: _____

Total Number of Public Schools: _____ Total Number of Private Schools: _____
 Elementary: _____ Elementary: _____
 Secondary: _____ Secondary: _____
 Total: _____ Total: _____

Name of School	Nature of Abuse			No. Of Incidents of Child Abuse				
	Physical	Sexual	Verbal/ Psychological	Total No. of Male Victims	Total No. of Female Victims	Perpetrators		Total
						Relatives	School Personnel	
I. Public								
A. Elementary								
1.								
2.								
Sub-Total								
B. Secondary								
1.								
2.								
Sub-Total								
II. Private								
A. Kindergarten								
1.								
Sub-Total								
B. Elementary								
1.								
2.								
Sub-Total								
C. Secondary								
1.								
2.								
Sub-Total								
Total								

Note:

- ❖ Child Abuse refers to the maltreatment 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 form of punishment, and repeated verbal 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

Reviewed and Confirmed by:

Prepared by:

Name/Designation

Name/Designation

Date

Date

(To be submitted to the Office of the Undersecretary for Legal and Legislative Affairs on or before July 15)

Regional Consolidated Report on Incidents of Child Abuse School Year _____

Region: _____

Total Number of Public Schools: _____ Total Number of Private Schools: _____
Elementary: _____ Elementary: _____
Secondary: _____ Secondary: _____
Total: _____ Total: _____

I. Private Schools

Division	Kindergarten								Elementary								Secondary								Total No. Of Incidents of Abuse				
	Nature of Abuse								Nature of Abuse								Nature of Abuse								Total No. of Male Victims	Total No. of Female Victims			
	Physical		Sexual		Verbal Psychological		Perpetrator		Physical		Social		Verbal Psychological		Perpetrator		Physical		Social		Verbal Psychological		Perpetrator						
	M	F	M	F	M	F	R	SP	M	F	M	F	M	F	R	SP	M	F	M	F	M	F	R	SP					
Total																													

Note:

- ❖ Child Abuse refers to the maltreatment 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 obscene publications or shows etc.; and
 - o 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 form of punishment, and repeated verbal 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

Prepared by: _____
Name and Designation
Date

Reviewed and Confirmed by: _____
Name/Designation/ Date

Report of cases of abuse, violence, exploitation, discrimination, bullying or peer abuse and other related offenses

School/Division/Region : _____

Period Covered : _____

Person Submitting Report: _____

Designation: _____ Date: _____

VICTIM/S			RESPONDENT/S			NATURE OF COMPLAINT	ACTION/S TAKEN	RECOMMENDATION/S
NAME	AGE	SEX (M or F)	NAME	AGE	SEX (M or F)			

Slam