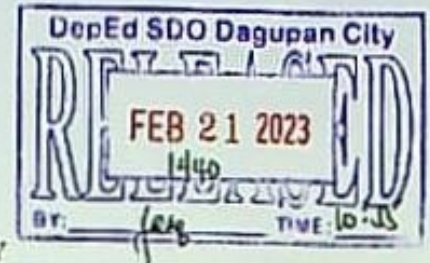




Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division Superintendent

Division Memorandum

No. 77 s. 2023

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public School District Supervisors  
Unit/Section Heads  
School Heads  
Teaching and Non-Teaching Personnel  
All Others Concerned

From: THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Date: 20 February 2023

Subject: **SAFEGUARDING GUIDELINES FOR THE SAFE INTERACTIONS OF LEARNERS AND DEPED EMPLOYEES BEFORE, DURING AND AFTER ACTIVITIES INVOLVING LEARNERS**

1. The Department of Education (DepEd) Schools Division Office Dagupan City is committed the promotion of the **best interest of the child** in all decision and actions involving children in accordance with **DepEd Order No. 40, s. 2012** or the **'DepEd Child Protection Policy.'** DepEd is mandated to **provide special protection to pupils, students, or learners.** Thus, all activities, trips, curricular and co-curricular activities, and events arranged by the SDO Dagupan City, schools and learning centers should be guided by well-crafted safeguarding guidelines in order to minimize risk, guarantee safe space, and ensure positive event or activity experience for all participants, organizers, and other who are involved in the event or activity. Further, **through the safeguarding guidelines, appropriate preventive, protective, and remedial measures will be properly implemented.**
2. Everyone shall ensure that respectful, non-violent and non-sexualized interactions are done during the authorized activities involving learners. This applies to:
  - a. Adult participants to learner participants;
  - b. Adult participants to fellow adult participants;
  - c. Learner participants to fellow learner participants; and
  - d. Learner participants to adult participants.


**ADULT PARTICIPANTS** are highly required to observe the following:



- a. They must not record the event in any form or means unless there is a written consent from the parent or guardian.
- b. They should not spend time alone with a learner (one-on-one) or with learners away from others.
- c. They should not engage in any form of inappropriate touching of learners.
- d. They should not make sexually suggestive comments to a learner, even in fun or as a joke.
- e. They should not allow allegations made by the learner to go unchallenged, unrecorded, or not acted upon.
- f. They should maintain a safe and appropriate distance with the learners.

CHILD PARTICIPANTS, the following shall be strictly observed:

- a. If they have received a friend's request or social media message from an adult participant who attended the event or activity, they are not obliged to accept or respond. They should tell their parents/guardian and/or their teacher about it.
  - b. There should be no direct messaging, chatting, or personal emails between a learner and an adult. Group messages/posts are acceptable, so long they can be viewed by all participants.
  - c. They should use proper language when talking with other learner and adult participants.
  - d. They should never talk to other learner and adult participants privately.
3. If adult or child participant wishes to report a child protection concern while attending event or activities, they may report to the school head or guidance designate of each school contact the **Makabata 1383 Helpline** 0915-802-2375 for Globe subscribers, or 0960-377-9863 for Smart.
4. Immediate and widest dissemination of the contents of this memorandum is desired.

  
AGUEDO C. FERNANDEZ, CESO V  
Schools Division Superintendent

Reference: DepEd Order No. 40, s. 2012

Encl.:

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

SGOD            CPU