



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY

23 Jan 2026

**DIVISION MEMORANDUM**

No. 030 , s.2026

**REITERATION ON THE SUBMISSION OF VARIOUS LEARNER RIGHTS AND PROTECTION REPORTORIAL OBLIGATION AND HANDBOOK**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads of Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to the following Division Memorandums, please be guided by the various reportorial submissions and status of schools that have complied with the Division Office:

<b>Division Memorandum</b>	<b>Title</b>	<b>STATUS</b>
192, s. 2025	SUBMISSION OF THE UPDATED SCHOOL-BASED CHILD PROTECTION POLICY MANUAL/HANDBOOK FOR THE SCHOOL YEAR 2025-2026	Total Number of Submissions: Public – 36 Schools Private – 14 Schools
203, s. 2025	SUBMISSION OF CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES S.Y. 2024-2025 (Division Office)	Total Number of Submissions: Public – 13 Schools Private – 11 Schools
262, s. 2025	SUBMISSION OF LEARNER RIGHTS AND PROTECTION INCIDENTS SCHOOL YEARS (SY) 2023-2024 AND 2024-2025 (Central Office)	Total Number of Submissions: Public – 0 Schools Private – 0 Schools

2. Additionally, the Central Office, through the Regional Learner Rights and Protection Focal, reported that the Schools Division Office of Angele City, through monitoring, indicated that there was no submission of Learner Rights and Protection Incidents for School Year 2023-2024 and 2024-2025.

3. With this, all private and public schools are requested to comply with the above-mentioned Division Memorandum (submission of Learner Rights and Protection Incidents School Year (S.Y.) 2023-2024 and 2024-2025).

3. For immediate dissemination and guidance.



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY

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**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent *ED*

Encl.: As stated  
Reference:  
To be indicated in the Perpetual Index  
under the following subjects:

Child Protection Policy

CSM/YFU/LRP/January 23, 2026



Department of Education  
Region III  
**DIVISION OF CITY SCHOOLS**  
Angeles City



**LIST OF SCHOOL WITH SUBMITTED SCHOOL HANDBOOK AND  
CONSOLIDATED REPORT FOR CHILD PROTECTION SCHOOL-BASED  
CASES**

**2024-2025**

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
Dr. Clemente N. Dayrit Sr. Elem. School	No	No	No
EPZA Resettlement ES	Yes	Yes	No
Pulung Cacutud ES	Yes	No	No
Salapungan ES	No	No	No
Marisol Bliss ES	No	Yes	No
Sitio Pader ES	Yes	No	No
Sta. Maria ES	No	No	No
Teodoro P. Tinio ES	No	No	No
Virgen Delos Remedios Elementary School	Yes	Yes	No
Abelardo G. Tinio ES	Yes	Yes	No
Angeles ES	Yes	No	No
Belen Homesite ES	Yes	No	No
Cutud ES	Yes	No	No
Enrica Sandico ES	Yes	No	No
Mining Elementary School	Yes	No	No
Jose P. Dizon ES	Yes	Yes	No
Pineda-Gutierrez ES	Yes	Yes	No
Pulungbulo ES	Yes	No	No
San Ignacio ES	Yes	No	No
Sapalibutad ES	Yes	No	No

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
Gov. Rafael L. Lazatin IS	Yes	Yes	No
Northville 15 Integrated school	Yes	No	No
Sto. Domingo IS	No	No	No
Don Ambrocio Mendiola Integrated School	Yes	No	No
Apung Guidang Nepomuceno Elementary School	Yes	Yes	No
Cutcut Elementary School	Yes	No	No
Don Pepe Henson Memorial School	Yes	No	No
Lourdes Northwest ES	Yes	No	No
M.Nepomuceno ES	Yes	Yes	No
Sto. Rosario ES	Yes	No	No
Leoncia Village Integrated School	Yes	No	No
Alberto G. Pabalan Elementary School	No	Yes	No
Anunas Elementary School (Formerly Edilberto M. Ganzon ES)	Yes	No	No
Gueco Balibago ES	Yes	No	No
Sapang Bato ES	No	No	No
Sta. Teresita Elementary School	Yes	No	No
Tacondo ES	Yes	No	No
Cuayan Elementary School	No	No	No
Pampang ES	No	No	No
Air Force City Elementary School	No	No	No
Amsic IS	Yes	Yes	No
Malabantias IS	No	No	No
Sitio Target Integrated School	No	No	No
Bonifacio V. Romero HS	Yes	No	No
DR. CLEMENTE N. DAYRIT SR. MEMORIAL HIGH SCHOOL	Yes	No	No

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
Angeles City Science HS	No	No	No
Claro M. Recto ICT High School	No	Yes	No
Francisco G. Nepomuceno Mem. HS	Yes	No	No
Gov. Rafael L. Lazatin IS	No	No	No
Northville 15 Integrated school	No	No	No
Sto. Domingo IS	No	No	No
Don Ambrocio Mendiola Integrated School	No	No	No
Angeles City Nat'l. Trade School	No	No	No
Leoncia Village Integrated School	No	No	No
Angeles City NHS	No	No	No
Sapang Bato National High School	Yes	Yes	No
Rafael L. Lazatin Mem. HS	No	No	No
Amsic IS	No	No	No
Malabantias IS	No	No	No
Sitio Target Integrated School	Yes	No	No
Bonifacio V. Romero HS	No	No	No
Angeles City Science HS	No	No	No
Angeles City Senior High School	Yes	No	No
Gov. Rafael L. Lazatin IS	No	No	No
Northville 15 Integrated school	No	No	No
Sto. Domingo IS	No	No	No
Angeles City Nat'l. Trade School	No	No	No
Angeles City NHS	No	No	No
Sapang Bato National High School	No	No	No
Rafael L. Lazatin Mem. HS	No	No	No

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
Amsic IS	No	No	No
Malabantias IS	No	No	No
Achievers Special Educationa	No	Yes	No
Angeles Adventist Elementary School Inc	No	No	No
Angeles Lip Lin School	No	No	No
Angeles University Foundation Integrated School	Yes	No	No
Brightstar Christian Academy Inc.	No	No	No
Brightwoods School	No	No	No
Chevalier School Inc	Yes	Yes	No
Clark Air Base School Inc	No	No	No
Clarkfield Christian School Foundation Inc	No	No	No
Heaths Montessori Learning Center Inc	No	No	No
Hillcrest Baptist Academy	No	No	No
Holy Angel University	Yes	Yes	No
Holy Family Academy	No	No	No
Jocson College Inc	No	No	No
Royal International School Inc	Yes	Yes	No
L'Altra Montessori School Inc	Yes	Yes	No
Saint Emiliana Academy of Excellence Inc	No	No	No
Narciso School Inc	Yes	No	No
Nazarene Academy Inc	Yes	Yes	No
Operation Brotherhood Montessori	No	No	No
Peniel Mission Foundation Inc	Yes	No	No
Proverbsville School Inc	Yes	Yes	No
Republic Central Colleges	No	No	No

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
School of the Holy Child Angeles City	No	No	No
Shepherd's Baptist Christian Academy Inc	No	No	No
St. John Integrated School	No	No	No
Stedar International Montessori Inc	Yes	No	No
Systems Plus College	No	Yes	No
AMA Computer College	No	No	No
STI College	No	No	No
Systems Plus College- Angeles City Camp	No	No	No
Weisheit Inscribe Learning Academy Inc	No	No	No
Excelsior School Inc	No	No	No
Trinidad School Inc	No	No	No
Building Blocks International Academy	No	No	No
Maranatha Christian Academy of Angeles Pampanga Inc	No	No	No
La Vertice School Inc	No	No	No
Crownvale School Inc	No	No	No
Singapore School Clark Inc	No	No	No
OneDream Educaitional Institute Inc	No	No	No
Sola Gratia Child Development and Learning Center Inc	No	No	No
Mizpah Christian Academe- Angeles City Inc	No	No	No
Maplebear Academy Clark Inc	No	No	No
Braza Learning Center Inc	No	No	No
Jesus Our Victory Academy Foundation Inc	No	No	No
Shekinah Christian Academy of Angeles City Inc	No	No	No
Faith Builders Integrated School	Yes	Yes	No
Gogic Montessori Center Foundation	No	No	No

NAME OF SCHOOL	SUBMITTED SCHOOL HANDBOOK	CONSOLIDATED REPORT OF CHILD PROTECTION CASES S.Y. 2024-2025	
		DIVISION OFFICE (DM No. 203, s. 2025)	CENTRAL OFFICE (DM no. 262, s. 2025)
Lyn School for Young Inc	No	No	No
Amen Mission Christian School Inc	No	No	No
Springhill Montessori School Inc	No	No	No
Humprey Foundation Learning Center Inc	Yes	Yes	No
Living Stone International School Inc	No	No	No
Westfields International School Inc	No	No	No
Central Trinity School Inc	No	No	No
Dr. Carlos T. Sandico Jr. Premiere School Inc	No	No	No
Pax et Lumen International Academy	No	No	No
Hand Prints School of Progressive Education Corp	No	No	No
Bridges School of Angeles Pampanga Inc	No	No	No
Saint Paul Americana School Inc	Yes	No	No
Headstart International School-Pampanga Inc	Yes	No	No
Gentry International School	No	No	No
Noblesse International School, Angeles City Inc	No	No	No
Blossom Forth School Inc	No	No	No
Dominican School of Angeles City Foundation Inc	No	No	No
General Alejandrino Christian Academy Inc	No	No	No
Cogic Montessori Center	Yes	No	No
Abundant Life School of Discovery Inc	No	Yes	No



Republic of the Philippines  
**Department of Education**  
 REGION III

**SCHOOLS DIVISION OFFICE OF ANGELES CITY**

DEPARTMENT OF EDUCATION  
 SCHOOLS DIVISION OF ANGELES CITY  
**RELEASED**  
 SEP 05 2025  
 BY: \_\_\_\_\_

04 September 2025

**DIVISION MEMORANDUM**

No. 294, s.2025

**REITERATION ON THE SUBMISSION OF VARIOUS LEARNER RIGHTS AND PROTECTION REPORTORIAL OBLIGATION AND HANDBOOK**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Heads of Public and Private Elementary and Secondary School Heads  
 All Others Concerned

1. Pursuant to the following Division Memorandums, please be guided by the various reportorial submissions to the Division Office:

<b>Division Memorandum</b>	<b>Title</b>
192, s. 2025	SUBMISSION OF THE UPDATED SCHOOL-BASED CHILD PROTECTION POLICY MANUAL/HANDBOOK FOR THE SCHOOL YEAR 2025-2026
203, s. 2025	SUBMISSION OF CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES S.Y. 2024-2025
204, s. 2025	SUBMISSION OF UPDATED MEMBERS OF THE CHILD PROTECTION COMMITTEE (CPC) IN SCHOOLS
262, s. 2025	SUBMISSION OF LEARNER RIGHTS AND PROTECTION INCIDENTS SCHOOL YEARS (SY) 2023-2024 AND 2024-2025

2. All private and public schools are requested to submit reports and handbooks from the above-mentioned Division Memorandum.

3. For immediate dissemination and guidance.

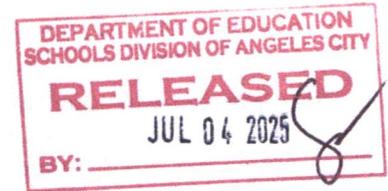
**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
 Schools Division Superintendent *W*

Encl.: As stated  
 Reference:  
 To be indicated in the Perpetual Index  
 under the following subjects:

Child Protection Policy

CSM/YFU/LRP/September 04, 2025





Republic of the Philippines

## Department of Education

REGION III

SCHOOLS DIVISION OFFICE OF ANGELES CITY

03 July 2025

### DIVISION MEMORANDUM

No. 203, s. 2025

#### SUBMISSION OF CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES S.Y. 2024-2025

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads of Public and Private Elementary and Secondary Schools  
All Others Concerned

1. Pursuant to DepEd Memorandum No. 114 s. 2017 titled "Reiteration of the Reportorial Obligation of Schools, Schools Division Offices and Regional Offices", this office requests all public and private schools both elementary and secondary to submit consolidated reports on the incidents of bullying and child abuse for School Year 2024-2025, cases involving children-at-risk and children in conflict with the law to ensure the strict implementation of DepEd Order No. 40, s. 2012 titled "*DepEd Child Protection Policy*", DepEd Order No. 55, s. 2015 titled "*Implementing Rules and regulations of the Republic Act No. 10627 otherwise known as the Anti-Bullying Act of 2013*" and DepEd Order No. 18, s. 2015 titled "*DepEd Guidelines and Procedures on the Management of Children-At-Risk (CAR) and Children in Conflict with the Law (CICL)*".

2. You may send your reports in the form of PDF and Image through these links: <https://bit.ly/2024-2025LRPCONSOREPORT> . For schools that failed to upload the report, you may submit your consolidated report to the Schools Division Office through the School Governance and Operation Division before **August 30, 2025**. For references and templates, you may download through this link: <https://bit.ly/LRPTemplate> .

3. For clarifications and other concerns, you may directly coordinate to Ms. Cindy S. Mejia, Division Learner Rights and Protection Coordinator at email address: [cindy.mejia@deped.gov.ph](mailto:cindy.mejia@deped.gov.ph)

4. Immediate and wide dissemination of and compliance to this Memorandum are desired.

**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent *Ed*



Jesus St., Brgy. Pulungbulu, Angeles City 2009  
(045) 901-9498/[angeles.city@deped.gov.ph](mailto:angeles.city@deped.gov.ph)





**CONFIDENTIAL**

Appendix F

**School-Based Consolidated Report on Incidents of Children in Conflict with the Law (CICL)**  
School Year 20\_\_-20\_\_

School: \_\_\_\_\_  
Period Covered: \_\_\_\_\_

School ID: \_\_\_\_\_  
Classification:  Public  Private  
Level:  Kindergarten  Elementary  Junior High School  Senior High School

**A. Consolidated Report on Incidents of Children in Conflict with the Law (CICL)**

Learner's Reference Number (LRN)	Age	Sex (M/F)	Case/Violation	Action Taken	Intervention/Diversion Program	Remarks

**B. Concrete descriptions of any intervention program or diversion program that the school initiated or adopted which facilitated the reintegration of the CICL in the school and community**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prepared by: \_\_\_\_\_  
(Designation)  
Date: \_\_\_\_\_

Validated by: \_\_\_\_\_  
Principal  
Date: \_\_\_\_\_



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

School: \_\_\_\_\_ School ID: \_\_\_\_\_

Period Covered: \_\_\_\_\_

Total Number of Students: \_\_\_\_\_

Classification:  Public

Level:  Kindergarten

Private

Elementary

Junior High School

Senior High School

**I. CHILDREN-AT-RISK (CAR)**

Classification	No. of Students		Action Taken	Present Status
	Male	Female		
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 a member of a gang				
5. 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				
10. Marijuana/ Drug Use/ Dependency				
11. Smoking				
12. Others				

**II. Concrete descriptions of actions taken by the school to alleviate the risk factors of the CAR:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Prepared by: \_\_\_\_\_

Validated by: \_\_\_\_\_

\_\_\_\_\_  
(Designation)

\_\_\_\_\_  
Principal

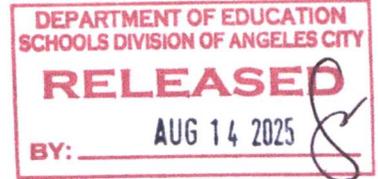
Date: \_\_\_\_\_

Date: \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
REGION III

**SCHOOLS DIVISION OFFICE OF ANGELES CITY**



13 August 2025

**DIVISION MEMORANDUM**

No. 262 , s.2025

**SUBMISSION OF LEARNER RIGHTS AND PROTECTION INCIDENTS SCHOOL YEARS (SY) 2023-2024 AND 2024-2025**

To: Chief Education Supervisors  
Division Learner Rights and Protection Focal Persons  
Heads of Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to Regional Memorandum No. 255, s. 2025, titled, "Submission of Learner Rights and Protection Incidents for the School Years (SY) 2023-2024 and 2024-2025", which aims to systematically document, assess, and respond to incidents and concerns affecting the safety, rights, and well-being of learners within at the school level.

2. In this regard, the Learner Rights and Protection Division (LRPD) requests all public and private secondary and elementary schools to submit the reported learner rights and protection cases for the school year **(SY) 2023-2024 and 2024-2025**.

3. In addition, the manner of data collection must be that all public and private elementary and secondary schools shall collect the reported LRP incidents in their respective schools. To ensure the accuracy of data, schools shall observe the following guidelines:

- a. Reporting/Listing of LRP incidents should be based on the definition provided under D.O. Nos. 40, s. 2012, 55 s. 2013, and 18, s. 2015. School heads/administrators and guidance counselors/guidance designates are highly encouraged to **review** the said policies to ensure that the data to be provided are accurate;
- b. All LRP concerns to be reported/listed should have **documentation** (i.e., with incident/narrative reports, intervention plan, intake sheets, and other documents showing referral to partner agencies); and
- c. School heads/administrators and guidance counselors/guidance designated shall be **held liable** for concealment of LRP incidents.

4. Furthermore, the timeline for the collection and consolidation of data shall also be noted and observed. For **S.Y. 2023-2024 on September 15, 2025**, and **S.Y. 2024-2025 on December 20, 2025**.



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY

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5. An **instructional guide** for the proper submission of Learner Rights and Protection Incidents is attached to ensure the accuracy and completeness of data, the collection, consolidation, and validation process.
6. For immediate dissemination and guidance.

**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent 

Encl.: Regional Memorandum No. 55, s. 2025

Reference:

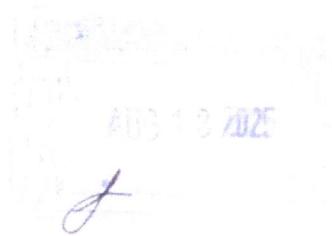
To be indicated in the Perpetual Index  
under the following subjects:

Learner Rights and Protection

CSM/YFU/LRP/August 12, 2025



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON



**REGIONAL MEMORANDUM**

No. 255, s. 2025

**SUBMISSION OF LEARNER RIGHTS AND PROTECTION INCIDENTS FOR THE  
SCHOOL YEARS (SY) 2023-2024 AND 2024-2025**

To : Schools Division Superintendents  
Chiefs, School Governance and Operation Division  
Division Learner Rights and Protection Focal Persons  
Public and Private Secondary and Elementary School Heads  
All Others Concerned

1. In line with the Department of Education's commitment to uphold learner protection and promote a safe and nurturing school environment, it is imperative that all reports are accurate, complete, and submitted in a timely manner. The Learner Rights and Protection Division (LRPD) is mandated to collect, consolidate, and analyze data on learner rights and protection concerns for policy recommendation and resource allocation on the implementation of the learner rights and protection programs, projects and activities.
2. In this regard, the Learner Rights and Protection Division (LRPD) requests all public and private secondary and elementary schools to submit the reported learner right and protection cases for the school years (SY) 2023-2024 and 2024- 2025.
3. The primary objective of gathering data on Learner Rights and Protection is to systematically document, assess, and respond to incidents and concerns affecting the safety, rights and well-being of learners within at the school level.
4. Furthermore, the Division Learner Rights and Protection Coordinators are requested to monitor the submission of their respective schools and submit to this Office the summary of submission for **SY 2023-2024** on **September 15, 2025** while, for **SY 2024-2025** on **December 20, 2025**.



Address: Matalino St. D.M. Government Center, Maimpis,  
City of San Fernando (P)  
Telephone Number: (045) 598-8580 to 89  
Email Address: region3@deped.gov.ph  
Website: <https://region3.deped.gov.ph>





Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

5. For inquiries and clarifications, you may directly coordinate with **Dr. Ginno Jhep A. Pacquing**, Project Development Officer IV, Education Support Services Division through email address at [ginnojhep.pacquing@deped.gov.ph](mailto:ginnojhep.pacquing@deped.gov.ph).
6. For immediate dissemination and compliance.



**RONNIE S. MALLARI, PhD, CESO V**  
Regional Director

Encl.: Instructional Guide for Submission  
Reference: DM - OUOPS-2025-11-04284  
To be indicated Perpetual Index  
under the following subjects.

LEARNER RIGHTS AND PROTECTION  
DATA COLLECTION

ESSD 1/spp1  
August 04, 2025



To send feedback  
regarding any of  
our services,  
kindly scan the  
QR Code.



Address: Matalino St. D.M. Government Center, Maimpis,  
City of San Fernando (P)  
Telephone Number: (045) 598-8580 to 89  
Email Address: [region3@deped.gov.ph](mailto:region3@deped.gov.ph)  
Website: <https://region3.deped.gov.ph>





Republic of the Philippines  
**Department of Education**  
 REGION III-CENTRAL LUZON

**INSTRUCTIONAL GUIDE FOR THE PROPER SUBMISSION OF LEARNER RIGHTS AND PROTECTION INCIDENTS**

To ensure the accuracy and completeness of data, the collection, consolidation, and validation process shall be divided into three (3) phases:

Phase	Procedure	Expected Output
<b>Phase 1:</b> Collection and Consolidation	<p><b>Step 1:</b> The school- CPC chairperson shall fill in the <b>School-Based Consolidation Data Sheet (Bullying, Abuse, CAR, CICAL and Other LRP concerns)</b>. (<a href="https://tinyurl.com/4vhn4sxf">https://tinyurl.com/4vhn4sxf</a>)</p> <p><b>Step 2:</b> The school- CPC chairperson shall transfer the data from the School-Based Consolidation Data Sheet to the Google Forms link provided herein.</p> <p><b>Step 3:</b> The Central Office (Operations Strand-BLSS-LRPD) shall consolidate the data submitted by the schools and disaggregate the number of reported incidents per Regional and Division level. The disaggregated data by governance level shall be released to the field offices for the validation of focal persons from the ROs and SDOs.</p>	<p>Signed school-based consolidation data sheet.</p> <p>Accomplished Google Forms through the link provided herein.</p> <p>Consolidated data by the Central Office (Operations Strand-BLSS-LRPD) using the data submitted by the schools</p>
<b>Phase 2:</b> Validation	<p><b>Step 4:</b> The focal persons from RO and SDO shall validate the data released by the Central Office (Operations Strand-BLSS-LRPD).</p> <p><b>Step 5:</b> The ROs shall consolidate the validated data.</p>	<p>Validated data by the focal persons from RO and SDO</p> <p>Consolidated data validated by the focal persons from RO and SDO</p>



Republic of the Philippines  
**Department of Education**  
 REGION III-CENTRAL LUZON

<b>Phase 3:</b> Analysis and Interpretation	<b>Step 6:</b> The focal persons from RO and SDO shall analyze and interpret the data.	Analyzed and interpreted LRP data (Regional level)
	<b>Step 7:</b> The LRPD shall collect and review the analysis and interpretation of LRP data.	Consolidated and complete reports on LRP incidents with analysis and interpretation

All public and private elementary and secondary schools are hereby instructed to observe the following guidelines for **Phase I: Data Collection and Consolidation:**

- I. **Timeline for the Collection and Consolidation of Data**  
 It shall be noted that separate timelines shall be observed for the collection and consolidation of data for S.Y. 2023–2024 and S.Y. 2024–2025. The following schedule shall apply:
  - a. **Data Collection for S.Y. 2023–2024**  
 The collection process shall commence upon the issuance of this Memorandum and shall be concluded on **September 15, 2025**.
  - b. **Data Collection for S.Y. 2024–2025**  
 The collection process shall begin in the fourth quarter of this year and shall close on **December 15, 2025**. There will be a separate Memorandum for the commencement of the collection process for S.Y. 2024–2025.
  
- II. **Data to be Collected and Consolidated**
  - a. Number of incidents on child abuse, violence, exploitation, neglect, bullying, children-at-risk (CAR), and children in conflict with the law (CICL);
  - b. Number of schools with localized child protection policies, and anti-bullying policies; and
  - c. Number of schools with established child protection committees (CPC).
  
- III. **Manner of Data Collection**  
 All public and private elementary and secondary schools shall collect the reported LRP incidents in their respective schools. To ensure the accuracy of data, schools shall observe the following guidelines:
  - a. Reporting/Listing of LRP incidents should be based on the definition provided under D.O. Nos. 40, s. 2012, 55, s. 2013, and 18, s. 2015. School heads/administrators and guidance counselors/guidance designates are highly encouraged to review the said policies to ensure that the data to be provided are accurate.



Address: Matalino St. D.M. Government Center, Maimpis,  
 City of San Fernando (P)  
 Telephone Number: (045) 598 8580 to 89  
 Email Address: region3@deped.gov.ph  
 Website: <https://region3.deped.gov.ph>





Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

- b. All LRP concerns to be reported/listed should have documentation (i.e., with incident/narrative reports, intervention plan, intake sheets and other documents showing referral to partner agencies); and
- c. School heads/ administrators and guidance counselors/guidance designates shall be held liable for concealment of LRP incidents.

IV. Manner of Data Consolidation

- a. All public and private elementary and secondary schools shall consolidate the data collected using the **School-Based Consolidation Data Sheet** and submit it to the Central Office (Operations Strand-LRPD) **through Google Forms**.
- b. The Central Office (Operations Strand-BLSS-LRPD) shall consolidate the submitted data by the schools. The data shall be disaggregated per RO and SDO, which shall then be released to the field offices for validation by the LRPD Focal Persons.

V. Manner of Submission

- a. The school shall submit its report to the Central Office (Operations Strand-BLSS-LRPD) by accomplishing the **Google Form and attaching the School-Based Consolidation Data Sheet (Bullying, Abuse, CAR, CICL and Other LRP concerns)** and the corresponding documentations of the reported LRP incidents (i.e., incident/narrative reports, intervention plan, intake sheets, and other documents showing referral to partner agencies).
- b. Schools may download the **School-Based Consolidation Data Sheet** from <https://tinyurl.com/4vhn4sxf>.
- c. Separate Google Form links will be provided for **Elementary, Junior High School, and Senior High School** levels. Each school is required to accomplish the appropriate form based on the school levels they offer (i.e., School ABC is offering Elementary and Junior High School. Therefore, School ABC shall accomplish the forms for Elementary and Junior High School). Schools may access the designated forms through the following links:
  - i. Kindergarten: <https://tinyurl.com/5daeeeb8>
  - ii. Elementary: <https://tinyurl.com/4npkkfdj>
  - iii. Junior High School: <https://tinyurl.com/cjrhe99d>
  - iv. Senior High School: <https://tinyurl.com/yc4xujkw>



Address: Matalino St. D.M. Government Center, Maimpis,  
City of San Fernando (P)  
Telephone Number: (045) 598 8580 to 89  
Email Address: region3@deped.gov.ph  
Website: <https://region3.deped.gov.ph>

