



Republic of the Philippines  
Department of Education  
Region XII  
**CITY SCHOOLS DIVISION OF TACURONG**  
Tacurong City



**DIVISION MEMORANDUM :**

SGOD No: 37 s, 2019

Assistant Schools Division Superintendent  
Chiefs, SGOD and CID  
Education Program Supervisors  
Cluster Heads  
Elementary /Secondary School Heads  
(Public, Private & SUC)  
*This Division*

**FROM: LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

**SUBJECT: SUBMISSION OF CHILD PROTECTION REPORTS**

**DATE: July 10, 2019**

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1. Pursuant to the Region Memorandum ORD-LU No. 19, s. 2019 re: Submission of Child Protection Policy, all schools are directed to submit the Child Protection Reports for **School Year 2018-2019**.
2. The following accomplished templates must be submitted to the division office (in compliance with DepEd Memorandum No. 114 s. 2017) through the SGOD office **on or before July 22, 2019** for consolidation:
  - a. Consolidated Report on Incidents of Bullying ( Enclosure 2A of DM 59 s.2015)
  - b. Consolidated Report on Incidents of Child Abuse ( Enclosure 2B of DM 59 s.2015)
  - c. Consolidated Report on Incidents on Cases Involving CAR and CICL in Schools (Appendices D and F of DO 18, s. 2015)
  - d. Consolidated Report on Schools with Localized Child Protection Policy and Anti-Bullying Policy; and
  - e. Consolidated Report on Schools with Established Child Protection Committee.
3. Attached are the report templates that will be used in the submission. Soft copies shall be emailed to [tacurong.sgod@deped.gov.ph](mailto:tacurong.sgod@deped.gov.ph) for submission to the Regional Office.
4. For strict and immediate compliance of all concerned.

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

School/ Division/ Region: \_\_\_\_\_

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

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

Classification	No. of Students		Action Taken	Remarks
	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 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. Description of action taken by the school or division to alleviate the risk factors of the CAR:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Noted by \_\_\_\_\_

Designation \_\_\_\_\_

Principal /Superintendent /Regional Director

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

**A. Consolidated Report on Incidents of Offense in Conflict with the Law (COWL)**

Leaver's Reference Number (LAW)	Age	Sex	Case / Violation	Action Taken	Intervention/Diversion Program	Remarks

**B. Description of any intervention program or diversion program that the school or division initiated or adopted which facilitated the reintegration of the COWL in the school and community**

\_\_\_\_\_

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

Noted by: \_\_\_\_\_

Designation: \_\_\_\_\_

Principal/ Superintendent/ Regional Director

## 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
<b>I. Public</b>								
<b>A. Elementary</b>								
1.								
2.								
<b>Sub-Total</b>								
<b>B. Secondary</b>								
1.								
2.								
<b>Sub-Total</b>								
<b>II. Private</b>								
<b>A. Kindergarten</b>								
1.								
<b>Sub-Total</b>								
<b>B. Elementary</b>								
1.								
2.								
<b>Sub-Total</b>								
<b>C. Secondary</b>								
1.								
2.								
<b>Sub-Total</b>								
<b>Total</b>								

- Note: Bullying is perpetrated by a student against another student which may be:
- Physical – unwanted physical contact (punching, shoving, pushing, kicking, slapping, licking, headlocks, etc.)
  - Social – refers to any deliberate, repulsive and aggressive social behavior intended to hurt or belittle an individual ( name calling, rumor 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				Total
	Physical	Sexual	Verbal/ Psychological	Total No. of Male Victims	Total No. of Female Victims	Perpetrators		
						Relatives	School Personnel	
<b>I. Public</b>								
<b>A. Elementary</b>								
1.								
2.								
Sub-Total								
<b>B. Secondary</b>								
1.								
2.								
Sub-Total								
<b>II. Private</b>								
<b>A. Kindergarten</b>								
1.								
Sub-Total								
<b>B. Elementary</b>								
1.								
2.								
Sub-Total								
<b>C. Secondary</b>								
1.								
2.								
Sub-Total								
<b>Total</b>								

**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

Reviewed and Confirmed by

Prepared by

\_\_\_\_\_  
Name/Designation

\_\_\_\_\_  
Name/Designation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date