



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

7 July 2026

SCHOOLS DIVISION MEMORANDUM

No. 234 s. 2026

REITERATION OF SCHOOL SAFETY, LEARNER PROTECTION, AND INCIDENT PREVENTION MEASURES IN ALL PUBLIC AND PRIVATE SCHOOLS

To: Assistant Schools Division Superintendent
Chief Education Supervisors- SGOD and CID
All Public and Private Elementary and Secondary Schoolheads
All Others Concerned

1. In view of recent reported serious incidents involving learners in school settings and the continuing need to strengthen learner protection, this Office reminds all public and private schools to strictly implement safety, security, child protection, and learner support measures consistent with applicable Department of Education policies.
2. Particular attention is directed to DepEd Order No. 006, s. 2026, titled "Guidelines on Ensuring a Safe and Motivating Learning Environment," which harmonizes DepEd issuances toward ensuring that learners are protected from harm, abuse, violence, bullying, gender-based violence, and other learner rights protection concerns. The said Order provides prevention-to-response measures, including common security protocols, incident reporting procedures, and provision of mental health and psychosocial support.
3. School Heads are likewise reminded to ensure strict compliance with the following related DepEd issuances:
 - a. DepEd Order No. 40, s. 2012, or the DepEd Child Protection Policy, which provides policy and guidelines on protecting children in school from abuse, violence, exploitation, discrimination, bullying, and other forms of abuse.
 - b. Revised IRR of the Anti-Bullying Act of 2013, which requires elementary and secondary schools to adopt policies to prevent and address bullying, including prevention and intervention programs and mechanisms for handling bullying incidents.
4. All School Heads shall immediately undertake the following measures:
 - a. Strengthening of School Safety and Security Protocols
 - Conduct daily monitoring of gates, corridors, comfort rooms, canteens, isolated areas, and other high-risk spaces.
 - Ensure proper visitor control through logbooks, identification checks, visitor passes, and designated waiting areas.



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- Prohibit the entry and possession of deadly weapons, sharp objects without instructional purpose, harmful substances, and other prohibited items within school premises.
 - Coordinate with barangay officials, the PNP, LGU, PTA, and other partners for safe school zones, traffic management, and emergency response support.
- b. Activation of Child Protection and Learner Rights Mechanisms
- Convene the School Child Protection Committee (CPC) and the Committee on Decorum and Investigation (CODI) and ensure that its membership, functions, and referral mechanisms are updated.
 - Review and disseminate the school's Child Protection Policy, Anti-Bullying Policy, Learner Code of Conduct, Anti-Online Sexual Abuse or Exploitation of Children and Anti-Child Sexual Abuse or Exploitation Materials and emergency response protocols.
 - Ensure that reporting mechanisms are visible, child-friendly, confidential, and accessible to learners, parents, teachers, and non-teaching personnel.
- c. Conduct of Preventive and Developmental Activities
- Integrate homeroom guidance, values formation, conflict resolution, responsible digital behavior, anti-bullying, and violence prevention activities.
 - Conduct age-appropriate orientations for learners on personal safety, help-seeking behavior, peer respect, and reporting of threats or harmful behavior.
 - Strengthen parent orientations on learner supervision, responsible social media use, discipline with dignity, and early identification of behavioral concerns.
- d. Early Identification and Referral of Learners Needing Support
- Establish a systematic process for identifying learners manifesting distress, violent behavior, bullying behavior, severe absenteeism, substance-related concerns, or other risk indicators.
 - Refer learners needing intervention to the Guidance Designate, School Head, School Clinic personnel, Division Learner Rights and Protection focal person, and appropriate external agencies, as necessary.
 - Ensure that all interventions uphold confidentiality, child rights, restorative discipline, and the best interest of the learner.



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- e. Incident Reporting and Case Management
- Report all incidents immediately to the Schools Division Office within 48 hrs through the appropriate channels while observing confidentiality and data privacy.
 - Ensure accurate documentation using prescribed forms and incident reports.
 - Avoid public disclosure of names, photographs, videos, or personal circumstances of learners involved in incidents.
 - Coordinate with proper authorities when the incident requires law enforcement, social welfare, medical, or psychological intervention.
- f. Mental Health and Psychosocial Support
- Provide immediate psychological first aid and psychosocial support to affected learners, teachers, and school personnel.
 - Coordinate with the Division DRRM, School Health, Guidance, Learner Rights and Protection, and partner agencies for appropriate support services.
 - Ensure that affected learners are not blamed, shamed, stigmatized, or subjected to repeated questioning by unauthorized persons.
5. Within five working days from the issuance of this Memorandum, all School Heads shall submit to the Office of the Schools Division Superintendent, through the SGOD–School Governance and Operations Division, the following:
- a. Updated composition of the School Child Protection Committee;
 - b. Composition of the Committee of Decorum and Investigation (CODI)
 - c. School Safety and Security Checklist;
 - d. Updated referral directory of barangay, PNP, health, social welfare, and child protection partners; and
 - e. Schedule of learner, parent, and personnel orientations on school safety and learner protection.
6. SDO school monitoring team shall monitor compliance during school visits and provide technical assistance to schools requiring support. The SGOD, through the appropriate focal persons, shall consolidate school submissions and submit a Division Monitoring Report to the undersigned.
7. School Heads are reminded that ensuring safe, inclusive, protective, and motivating learning environments is a shared responsibility. Preventive action, vigilance, timely reporting, and compassionate response are essential to safeguarding every learner.



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8. For queries, you may contact the Division Learner Rights Protection Officer (DLRPO) Atty. Rommel L. Corpuz through 0918 518 7844/0976 449 7724.
8. Immediate dissemination and strict compliance with this Memorandum are directed.


JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent 





Encl: as stated

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

LEARNER RIGHTS PROTECTION CHILD PROTECTION
SCHOOL GOVERNANCE AND OPERATIONS

WWP/RLC/ SCHOOL SAFETY, LEARNER PROTECTION
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