



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes




RELEASED
Office of the Division Office of Catanduanes
RECORDS SECTION

Date: JUN 16 2015
Time: 3:10 PM
By: [Signature]

Memorandum

To : Public Schools District Supervisors
Elementary and Secondary School Heads
Heads of Elementary and Secondary Private Schools

From :  **NYMPHA D. GUEMO**
Assistant Schools Division Superintendent
Officer-In-Charge

Subject : **ADDITIONAL INFORMATION TO DEPED MEMORANDUM NO.68, S.2014**
Re: Submission of School-Based Child Protection and Anti-Bullying Policies & Reports

Date : June 16, 2015

Pursuant to DepED Memorandum No. 59, s.2015, all schools are requested to submit a report on incidents of child abuse and bullying one (1) week after the start of the school year.

In this connection, you are hereby advised to accomplish the attached templates and submit to the Schools Division Office. C/o Mrs. Maria Imelda S. Abejo, Senior Education Program Specialist – Social Mobilization on or before June 24, 2015.

For information and guidance.

(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			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, showing, 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: _____ Prepared by: _____
 Name and Designation Name/Designation
 Date: _____ Date: _____

