



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. **68**, s. 2014

18 JUN 2014

**SUBMISSION OF SCHOOL-BASED CHILD PROTECTION AND ANTI-BULLYING
POLICIES AND REPORTS ON COMPLIANCE**

To: Regional Directors
Schools Division Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

1. DepEd Order No. 55 s. 2013, entitled *Implementing Rules and Regulations (IRR)* of Republic Act No. 10627 Otherwise Known as the *Anti-Bullying Act of 2013*, took effect on January 3, 2014, fifteen days after its publication on December 19, 2013.
2. In this connection, the following provisions in the IRR as enclosed in said Order are reiterated:

a. **Schools**

Reporting Requirement (Rule VII, Section 13), provides that:

- i. *All private and public kindergarten, elementary and secondary schools shall submit a copy of their child protection or anti-bullying policy to the Division Office within six (6) months from the effectivity of this IRR. They shall also submit to the Division Office within the first week of each school year a report on relevant information and statistics on bullying and retaliation from the preceding school year.*

In addition to the requirements for an application for a permit to operate and/or recognition as prescribed by the existing rules of the Department, private schools shall submit a child protection or anti-bullying policy to the Regional Director. The Regional Director shall review the policy to ensure that it is consistent with the Act and this IRR.

b. **Division Offices** (Rule VI, Section 8.3 (B) and (E), provides that:

- i. *The Division Offices shall monitor the adoption of anti-bullying policies in all public and private elementary and secondary schools within the Division, maintain a repository of such policies, and submit reports on compliance to the Regional Office; and*
- ii. *The Division Offices shall review the anti-bullying policies submitted by the schools, to ensure compliance with this IRR.*

c. **Regional Offices** (Rule VI, Section 8.2 (B) and (C), provide that:

- i. *The Regional Offices shall review the policies adopted by public and private schools forwarded by Division Offices as required by the Act and submit consolidated reports to the Central Office through the Office of the Undersecretary for Legal and Legislative Affairs; and*

- ii. *The Regional Offices shall consolidate reports on incidents and cases of the Division Offices within the Region and submit a Regional Report to the Office of the Undersecretary for Legal and Legislative Affairs.*

d. **Sanctions for Non-compliance** (Rule VII, Section 14), provides that:

- i. *Public Schools*

School personnel of public kindergarten, elementary or secondary schools who fail to comply with the provisions of the Act or this IRR shall be subject to administrative disciplinary proceedings in accordance with the Civil Service Rules and the relevant issuances of the Department of Education.

- ii. *Private Schools*

School personnel of private kindergarten, elementary or secondary schools who fail to comply with the requirements of the Act or this IRR shall be subject to appropriate disciplinary sanctions as may be imposed by the private school. A copy of the decision in such cases shall be submitted to the Division Office.

Private schools that fail to comply with the requirements of the Act or this IRR shall be given notice of such failure by the Division Office. The school shall be given thirty (30) days to comply. An extension of not more than one (1) month may be granted by the Regional Director in meritorious cases.

The Secretary of the Department of Education, through the Regional Director, may suspend or revoke, as appropriate, the permit or recognition of a private school that fails to comply with the requirements under the Act or this IRR.

3. Pursuant to the abovementioned provisions, all concerned are hereby directed to ensure compliance with the following:

- a. All public and private kindergarten, elementary and secondary schools must submit the following to the school division office (SDOs) on or before **July 3, 2014**:
 - i. Copy of the School's Anti-Bullying Policy or Child Protection Policy; and
 - ii. Report on relevant information and statistics on bullying and retaliation from the preceding school year (Enclosure No. 1).

Further, all private kindergarten, elementary and secondary schools which will apply or with pending application for permit to operate and/or recognition, must submit a copy of the School's Anti-Bullying Policy or Child Protection Policy in addition to the requirements prescribed by the existing rules of the Department.

- b. The SDOs must submit the following to their respective regional office (RO) on or **before July 31, 2014**:
 - i. Consolidated report on the submission of School-Based Child Protection or Anti-Bullying Policies (Enclosure No. 2); and
 - ii. Consolidated statistics and report of schools on bullying and retaliation (Enclosure No. 3).

- c. The ROs must submit the following to the **Office of the Undersecretary for Legal and Legislative Affairs** on or before **August 15, 2014**:
- i. Consolidated report on the submission of School-Based Child Protection or Anti-Bullying Policies (Enclosure No. 4); and
 - ii. Regional consolidated statistics and report of schools on bullying and retaliation (Enclosure No. 5).
4. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:
As stated

References:
DepEd Order: (No. 55, s. 2013)
DepEd Memorandum: No. 180, s. 2013

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

LEGISLATION
POLICY
PUPILS
REPORTS
RULES and REGULATIONS
SCHOOLS
STUDENTS

Madel: Submission of School-Based Anti Bullying Version 2
0326-April 30, 2014/5-2/5-6

**Division Consolidated Reports on the Submission of School-Based Child Protection or Anti-Bullying Policies
(As of July 2014)**

Division : _____

Total Number of Public Schools:

Elementary: _____

Secondary: _____

TOTAL _____

Total Number of Private Schools:

Kindergarten: _____

Elementary: _____

Secondary: _____

TOTAL _____

Name of School	School I.D.	Policy Submitted *		
		School-Based Child Protection Policy <u>with</u> Anti-Bullying Policy	School-Based Child Protection Policy <u>without</u> Anti-Bullying Policy	Anti-Bullying Policy only
I. Public				
A. Elementary				
1				
		TOTAL :	TOTAL :	TOTAL :
B. Secondary				
1				
		TOTAL :	TOTAL :	TOTAL :
II. Private				
A. Kindergarten				
1				
		TOTAL :	TOTAL :	TOTAL :
B. Elementary				
1				
		TOTAL :	TOTAL :	TOTAL :
C. Secondary				
1				
		TOTAL :	TOTAL :	TOTAL :

Instruction:

- * Put a check (✓) on the kind of policy the school has submitted. Choose one.
- Get the total no of policy submitted per category. (Ex. Total no. of School Base-Child Protection with Anti-Bullying Policy submitted by Public Elem.)

Prepared by:

_____ Designation

Reviewed and Conformed by:

_____ Designation

Date: _____

Date: _____

(To be submitted to the Regional Office on or before July 31, 2014)

Division Consolidated Reports on Incidents of Bullying and Retaliation
School Year 2013-2014

Division : _____

Total Number of Public Schools:
Elementary: _____
Secondary: _____
TOTAL _____

Total Number of Private Schools:
Kindergarten: _____
Elementary: _____
Secondary: _____
TOTAL _____

Name of School	School I.D.	Nature of Bullying						No. of Bullying Incidents	
		Physical		Psychological		Cyber-Bullying		Retaliation	
		No. of Male Victims	No. of Female Victims	No. of Male Victims	No. of Female Victims	No. of Male Victims	No. of Female Victims	Total No. of Male Victims	Total No. of Female Victims
I. Public									
A. Elementary									
1									
SUB-TOTAL									
B. Secondary									
1									
SUB-TOTAL									
II. Private									
A. Kindergarten									
1									
SUB-TOTAL									
SUB-TOTAL									
A. Elementary									
1									
SUB-TOTAL									
B. Secondary									
1									
SUB-TOTAL									
TOTAL									

- Instruction:
- Write all the names of the schools in the Division according to the categories provided.
 - Using 'ANNEX A' of this DepEd Memorandum, write the number of incidents of bullying according to nature, in each school.
 - Get the sub-total per nature of the reported incident.
 - Get the total no. of incidents per nature.

Prepared by: _____
Designation: _____

Reviewed and Conformed by: _____
Designation: _____

Date: _____

Regional Consolidated Reports on Incidents of Bullying and Retaliation
School Year 2013-2014

Region : _____

Total Number of Public Schools: _____

Elementary: _____
Secondary: _____

TOTAL _____

Total Number of Private Schools: _____

Kindergarten: _____
Elementary: _____
Secondary: _____

TOTAL _____

I. PRIVATE SCHOOLS

Division	Kindergarten						Elementary						Secondary						Total No. of Bullying and Retaliation
	Nature of Bullying Incidents		Retaliation		Nature of Bullying Incidents		Retaliation		Nature of Bullying Incidents		Retaliation		Nature of Bullying Incidents		Retaliation				
	Physical	Psychological	Male	Female	Physical	Psychological	Male	Female	Physical	Psychological	Male	Female	Physical	Psychological	Male	Female			
1																			
2																			
3																			
4																			
5																			
6																			
7																			
8																			
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11																			
12																			
13																			
14																			
15																			
16																			
17																			
18																			
19																			
20																			

Instruction:

1. Write all the Division awithin the Region on the first column.
2. Using ANNEX C of this DepEd Memorandum, write the number of incidents of bullying according to nature, per category.
3. Get the sub-total per nature of the reported incident, per category.
4. Get the Total no. of incidents per nature.

Regional Consolidated Reports on Incidents of Bullying and Retaliation

School Year 2013-2014

Region : _____

I. PUBLIC SCHOOLS

Division	Elementary						Secondary						Total No. Of Bullying and Retaliation	
	Nature of Bullying Incidents			Retaliation			Nature of Bullying Incidents			Retaliation				
	Physical		Psychological	Physical		Psychological	Physical		Psychological	Physical		Psychological		
	No. of Victims	Male	No. of Victims	Female	No. of Victims	Male	No. of Victims	Female	No. of Victims	Male	No. of Victims	Female		
1														
2														
3														
4														
5														
6														
7														
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9														
10														
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Instruction:

1. Write all the Division within the Region on the first column.
2. Using ANNEX C of this DepEd Memorandum, write the number of incidents of bullying according to nature, per category.
3. Get the sub-total per nature of the reported incident, per category.
4. Get the Total no. of incidents per nature.

Prepared By: _____

Reviewed and Conformed by: _____

Designation _____

Date: _____

Designation _____

Date: _____