



July 21, 2014

DIVISION MEMORANDUM

No. 349, s. 2014

**THREE- DAY LIVE-OUT SEMINAR – WORKSHOP ON CHILD PROTECTION
AND CAMPUS POSITIVE DISCIPLINE**

TO : Assistant Superintendents
Division Supervisors/Coordinators
Heads, Private Pre-Elementary, Elementary and Secondary Schools

1. Pursuant to Section 12, Rule VII of the Implementing Rules and Regulations, RA No. 10627, *“the Department of Education shall include in its training program courses or activities which shall provide opportunities of school administrators, teachers and other employees to develop their knowledge and skills in preventing or responding to incidents of bullying or retaliation.”*

2. This Office, therefore, announces the conduct of the **THREE – DAY LIVE – OUT DIVISION SEMINAR – WORKSHOP ON CHILD PROTECTION AND CAMPUS POSITIVE DISCIPLINE** on August 11 – 13, 2014 at the Golden Prince Hotel, Acasia St., Cebu City. (near Ayala Center – Cebu)

3. Participants to the Seminar – Workshop are all Private School Administrators or Principals **and** School Guidance Counselors or Prefect of Discipline from Kindergarten, Elementary and Secondary whatever is appropriately applicable.

4. The training aims to:

1. acquaint our school officials and increase their awareness on the existing laws pertinent and relevant to child protection;
2. equip our school officials with proper and appropriate skills in handling cases involving children;
3. come up with an appropriate Action Plan on child protection; and
4. revisit and review the existing student manual for alignment to and inclusion with pertinent provisions of the existing anti-bullying law and child protection policy of the Department and other pertinent and relevant laws.

5. All participants shall bring along with them their current school manual and the required reports on relevant information and statistics on bullying and retaliation from the preceding school year 2013 – 2014 using the prescribed form hereto attached. (Enclosure No. 1, DepEd Memorandum No. 68 s. 2014) and **laptop computer**.

6. Non-compliance of the provisions of Republic Act No. 10627 and its Implementing Rules and Regulations **carries an administrative penalty of suspension of permit to operate as provided for under Section 6**, thus, the attendance of all concerned personnel is strictly enjoined.

7. All schools are advised to submit the names of their participants on or before **August 6, 2014** through text via mobile no. **09158002390** or email to wit765@yahoo.com to help the Training and Development Committee of the CEDAPSA prepare the necessary training materials and other related preparations.

8. A registration fee of **Two Thousand Pesos (PhP 2, 000. 00)** shall be collected from each participant to defray expenses for the food, materials and other training related expenses for **THREE (3)** days. Registration and travelling expenses of the participants shall be charged against Private School Funds.

9. This Memorandum shall serve as Travel Authority of all the participants.

10. Wide dissemination, preferential attention and compliance to this Memorandum is desired.

ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

