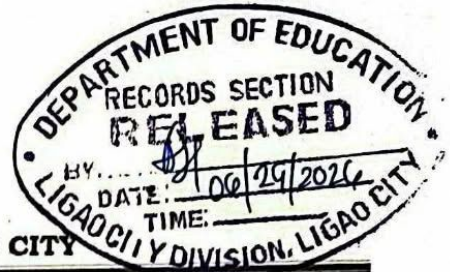




Republic of the Philippines
Department of Education
Region V- Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY



Office of the Schools Division Superintendent

June 29, 2026

62926323

DIVISION MEMORANDUM
No. **0228** s. 2026

**SUBMISSION OF REPORT ON LEARNERS RIGHT AND
PROTECTION CASES FOR SY 2025-2026**

To: Asst. Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to the Regional Memorandum No. 428, s. 2023, titled: Reiteration of the Submission of Consolidated Reports of Learners Right and Protection Cases for SY 2025-2026, this Office is requesting all public and private schools to submit the following reports.

- a. School-Based Report on Incident of Bullying (SY 2025-2026)
- b. School Based Report on Incident of Child Abuse (SY 2025-2026)
- c. School-Based Report on Cases of Children-At-Risk (CAR) (SY 2025-2026)
- d. School Based Report of Children in Conflict with the Law (CICL) (SY2025- 2026)
- e. School Based Report on Other Learner Rights and Protection Concern (SY 2025-2026)
- f. School Based Child Protection Policy and Anti Bullying Policy, certifying localization of D.O 40, s. 2012
- g. List of Child Protection Committee (CPC) Members for SY 2026-2027

2. The templates for the accomplishment of the required reports are attached to this memorandum.

3. A report shall be submitted even if no cases occurred in the school for SY 2025-2026 with an indication that no such incident was reported for the given school year.

4. The report shall be submitted on or before July 2, 2026 (Thursday) at the SGOD Office c/o Mr. Randy Belen or Mr. Michael P. Penilla

5. The School Guidance Coordinator together with the school head are reminded that all reports must be treated with outmost confidentiality and advised to submit it directly to the person in charge.

6. For immediate dissemination, guidance and compliance of all concerned.

NYMPHA D. GUENO
Schools Division Superintendent

SFOD/YFD-LRP/mpp
06/29/2026

CONFIDENTIAL

**School-Based Report on Incidents of Bullying
School Year 2025 - 2026**

School: _____

Classification: (Private/Public) _____

School ID: _____

Address: _____

Level: (Kindergarten/Elementary/Secondary) _____

Date/ Place of Incident	Nature of Bullying					Victims			Perpetrator			Action Taken	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)			

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Note: Bullying is perpetrated by a student against another student which may be:

Physical - unwanted physical contact (punching, shoving, 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.)

Revised and Conformed by: _____
(School Head)

Prepared by: _____
(Name and Designation)

Date: _____

Date: _____

CONFIDENTIAL

School-Based Report on Incidents of Child Abuse
School Year 2025 - 2026

School: _____

Classification: (Private/Public)

School ID: _____

Address: _____

Level: (Kindergarten/Elementary/Secondary) _____

[illegible]

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Note: Child Abuse refers to the maltreatment of a child, whether habitual or not, which includes any of the following:

Physical - refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being.

Sexual - refer 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

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

Revised and Conformed by: _____
(Name and Designation)

Prepared by: _____
(Name and Designation)

Date: _____

Date: _____

CONFIDENTIAL**SCHOOL-BASED CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)**

School: _____

School ID: _____

Period Covered: SY 2025-2026

Total Number of Students: _____

Classification: ☐ Public
☐ PrivateLevel: ☐ Kindergarten
☐ Elementary
☐ Junior High School
☐ Senior High School**I. CHILDREN-AT-RISK (CAR)**

Classification	No. of Students		Action Taken	Present Status
	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 a member of a gang				
5. Living in a community with a higher level of criminality				
6. Living a situation of armed conflict				
7. Committed a status Offense under Section 57 of RA 9344, as amended				
8. Mendicant under PD 1563				
9. Solvent/ Rugby user				
10. Marijuana/ Drug Use/ Dependency				
11. Smoking				
12. Others				

II. Concrete descriptions of actions taken by the school to alleviate the risk factors of the CAR:

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by:_____
(Designation)

Date: _____

Validated by:_____
Principal

Date: _____

CONFIDENTIAL

Appendix F

School-Based Consolidated Report on Incidents of Children in Conflict with the Law (CICL)
School Year 2025-2026

School: _____
Period Covered: _____

School ID: _____
Classification: ☐ Public ☐ Private
Level: ☐ Kindergarten
☐ Elementary
☐ Junior High School
☐ Senior High School

A. Consolidated Report on Incidents of Children in Conflict with the Law (CICL)						
Learner's Reference Number (LRN)	Age	Sex (M/F)	Case/Violation	Action Taken	Intervention/ Diversion Program	Remarks

B. Concrete descriptions of any intervention program or diversion program that the school initiated or adopted which facilitated the reintegration of the CICL in the school and community

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by:

(Designation)

Date: _____

Validated by:

Principal

Date: _____

