



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100



**MEMORANDUM**

**RELEASED**

SEP 25 2017  
NAME/SIGNATURE

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

From : **Office of the Schools Division Superintendent**

Subject : **Submission of District Consolidated Report on Cases Involving CAR (Child-at-Risk) and CICL (Children in Conflict with the Law)**

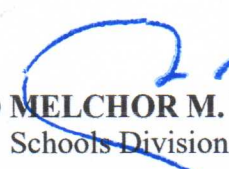
Date : **September 25, 2017**

Pursuant to DepEd Orders No. 55 s. 2013, 18 and 20 s. 2015 as well as DepEd Memorandum No. 114, s. 2017 "*Reiteration of the Reportorial Obligations of Schools, Schools Division Offices and Regional Offices*", all school heads are hereby directed to submit the following URGENT report to their respective PSDS's or to the District guidance coordinators, viz:

- a. Report on Cases Involving CAR and CICL (Appendices D and F of DO 18 s. 2015);
- b. School's Child Protection Committee
- c. Incident Report of Bullying
- d. Incident Report of Child Abuse

District guidance coordinators are also directed to consolidate and submit said reports using the suggested attached templates through email to [jhoepantoja@yahoo.com](mailto:jhoepantoja@yahoo.com) on or before September 27, 2017 together with the R.O. deadline.

For immediate compliance.

  
**PEDRO MELCHOR M. NATIVIDAD, CSEE**  
Schools Division Superintendent

# CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)

School/ Division/ Region: \_\_\_\_\_

Period Covered: \_\_\_\_\_

**RELEASED**  
 SEP 25 2017  
 DATE: \_\_\_\_\_  
 NAME/SIGNATURE \_\_\_\_\_

## I. CHILDREN- AT-RISK (CAR)

Classification	No. of Students		Action Taken	Remarks
	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 member of a gang				
5. Living in a community with a higher level of criminality				
6. Living in a situation of armed conflict				
7. Committed a status Offense under Section 57 of RA 9344, as amended				
8. Prostituted Children				
9. Mendicant under PD 1563				
10. Solvent/ Rugby User				
11. Others				

## II. Description of action taken by the school or division to alleviate the risk factors of the CAR:

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Prepared by: \_\_\_\_\_

Noted by: \_\_\_\_\_

Designation \_\_\_\_\_

Principal /Superintendent /Regional Director

School/ Division/ Region: \_\_\_\_\_

Period Covered: \_\_\_\_\_

**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. Description of any intervention program or diversion program that the school or division initiated or adopted which facilitated the reintegration of the CICL in the school and community**

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Prepared by: \_\_\_\_\_ Noted by: \_\_\_\_\_

Designation \_\_\_\_\_ Principal/ Superintendent/ Regional Director



(To be submitted to the Division Office a week after the start of each school year)

### School-Based Report on Incidents of Bullying

School:  
Address:

Classification: (Private/Public) \_\_\_\_\_  
Level: (Kindergarten/Elementary/Secondary) \_\_\_\_\_

[illegible]

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

- Physical – unwanted physical contact (punching, shoving, pushing, kicking, stepping, tripping, 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, cheating, online games etc.)

Reviewed and Conformed by:

Name and Designation

Prepared by:

Name/Designation

Date:

Date:



School:  
Address:

Classification: (Private/Public) \_\_\_\_\_  
Level: (Kindergarten/Elementary/Secondary) \_\_\_\_\_

[illegible]

- ❖ Child Abuse refers to the maltreatment of a child, whether habitual or not, which includes any of the following:
  - o Physical – refers to acts that inflict bodily harm and which subjects children to perform tasks which are hazardous to their physical well-being.
  - o Sexual – refers 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
  - o 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

Name and Designation

Prepared by:

Name/Designation

Date:

Date: