



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

08 July 2025

DIVISION MEMORANDUM

No. 316, s.2025

**STRENGTHENING AND UPDATING THE SCHOOL CHILD PROTECTION
COMMITTEE FOR SY 2025-2026**

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Schools District Supervisors/District In-Charge
Public and Private Elementary and Secondary School Heads
All others concerned

1. Pursuant to DepEd Order No. 40, series of 2012, otherwise known as the “DepEd Child Protection Policy,” the Schools Division of Nueva Vizcaya, through the School Governance and Operations Division, hereby directs all public and private elementary and secondary schools to **strengthen** and **update** their School Child Protection Committees (CPCs) for School Year 2025–2026.
2. The CPC plays a vital role in upholding learner rights and ensuring the prevention, reporting, and appropriate response to cases of abuse, bullying, discrimination, neglect, and other threats to learner safety and well-being.
3. The updating of the CPC shall include:
 - Review of current membership and necessary replacement based on the required composition.
 - Orientation or re-orientation of CPC members on their roles and responsibilities.
 - Posting of the updated list of CPC members on school bulletin boards or online platforms.
 - Regular meetings and documentation of CPC actions and interventions.
 - Collaboration with the Supreme Elementary Learner Government (SELG) / Supreme Secondary Learner Government (SSLG) in crafting and implementing learner-centered activities that promote child protection and ensure school safety.
4. Schools shall submit their CPC reports to their respective District Offices. The District Offices are requested to consolidate the reports from all schools within their jurisdiction and submit the final consolidated report to the Division Office Records Section **on or before July 18, 2025**.
5. Attached is the form to be accomplished and submitted. (*see enclosure 1*)



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700
Cellphone No: ● +63 962 681 4945 ● +63 992 035 2123
Email Address: nuevavizcaya@deped.gov.ph
Website: <https://sdonuevavizcaya.com/>



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

6. The CPC report templates, including the following:
- Intake Sheet
 - School-Based Child Protection Committee Functionality Indicators Monitoring Tool
 - Profiling and Risk Assessment Tools for Children at Risk
 - Department of Education Child Protection Policy Referral and Monitoring System
 - Report of Cases of Abuse, Violence, Exploitation, Discrimination, Bullying or Peer Abuse, and Other Related Offenses

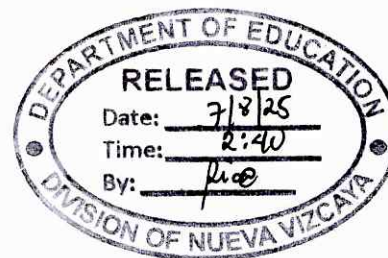
may be downloaded from the following link:

<https://tinyurl.com/CPCTOOLSFORMS>

7. For relevant queries, you may contact Project Development Officers I-Learner Rights and Protection Division Focal Persons, Marc Henrick R. Nicanor, 0955-891-4479 or at marchenrick.nicanor@deped.gov.ph and Christian Lloyd T. Vicente, 0955-129-6045 or at christianlloyd.vicente@deped.gov.ph

8. For information, guidance and compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
07-2025-316



 **Address:** Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700
 **Cellphone No:** • +63 962 681 4945 • +63 992 035 2123
 **Email Address:** nuevavizcaya@deped.gov.ph
 **Website:** <https://sdonuevavizcaya.com/>



Republic of the Philippines
Department of Education

Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

(Enclosure No. 1 to Division Memorandum No. 316, s. 2025 re **STRENGTHENING AND UPDATING THE SCHOOL CHILD PROTECTION COMMITTEE FOR SY 2025-2026**)

SCHOOL CHILD PROTECTION COMMITTEE

School: _____

	ALLOCATION	NAME	POSITION	CONTACT NO.
1	School Head/ Administrator (Chairperson)			
2	Guidance Counselor/Designate (Vice Chairperson)			
3	Teacher Representative (designated by the Faculty Club)			
4	Parent Representative (designated by the PTA)			
5	Learner Representative (designated by the Coordinating Council (SELG/SSLG President))			
6	Barangay Representative (designated by the Punong Barangay, preferably a member of the Barangay Council for the Protection of Children (BCPC))			

Prepared by: _____

Reviewed by: _____

Approved: _____

School CPC Coordinator

School Head/ District CPC Coordinator

District Head



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya, 3700

Cellphone No: • +63 962 681 4945 • +63 992 035 2123

Email Address: nuevavizcaya@deped.gov.ph

Website: <https://sdonuevavizcaya.com/>