



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
**SCHOOLS DIVISION OF AKLAN**

February 23, 2026

**DIVISION MEMORANDUM**

No. 120, s. 2026

**UPDATING OF CHILD PROTECTION COMMITTEE IN SCHOOLS AND LEARNER RIGHTS AND PROTECTION (LRP) COORDINATORS IN THE DISTRICTS FOR SCHOOL YEAR 2026-2027**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors, Principals, Head Teacher  
In-Charge of the District  
Heads of Public and Private Elementary/ Secondary Schools  
and Integrated Schools  
All Others Concerned

1. Pursuant to Department of Education Order No. 40, series of 2012, titled DepEd Child Protection Policy and Memorandum DM-OUOPS-2024-05-07998, titled Supplemental Guidelines for the Implementation of DepEd Order No. 40, s. 2012, the Schools Division of Aklan shall update Learner Rights and Protection Coordinators in each district and Child Protection Committee in Schools for the School Year 2026-2027.
2. The composition of the School Child Protection Committee shall be followed by the school heads in accordance with Section 10 of the Department of Education Order No. 40, series of 2012. See Enclosure 1 and Annex A.
3. The designation of District Learner Rights and Protection Coordinators shall be given to non-teaching personnel in accordance with Department of Education Order Number 02, series of 2024. See Enclosure 2 and Annex B.
4. Data from schools (as Annex A) shall be gathered and validated by the current District LRP Coordinators and be noted by the District Supervisors, (*authorized usage of e-signature is considered valid*), while data from the Districts (Annex B) shall be submitted to and validated by the Division LRP Focal **Allan Carlo C. Soriano, PDOI-SGOD**, and will be noted by the Division Child Protection Committee-Vice Chairperson **Charlie I. Ureta, EPS-SGOD**. Consolidated Report (Annex C) on this data gathering shall be recommended by the Division LRPO Committee-Chairperson **Michael T. Rapiz, CES-SGOD**, and shall be approved by Schools Division Superintendent.

Senior High School to District LRP Coordinator for SHS
Junior High School to District LRP Coordinator for JHS
Elementary/Primary to District LRP Coordinator for Elem



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5. Submission of School Child Protection Committee is until March 6, 2026, and the Designated District LRP Coordinators is until March 13, 2026. Validated School LRP Committee Members shall be encoded by District LRP Coordinators through the electronic link to be provided by the Division LRP Focal.
6. For more information, kindly contact **ALLAN CARLO C. SORIANO** Learner Rights Protection Division Focal through mobile no. 09662451919 or email: allancarlo.soriano@deped.gov.ph
7. Widest dissemination of and compliance with this Memorandum are desired.

  
**FELICIANO C. BUENAFE JR., CESO VI**  
Schools Division Superintendent *KS*

Encl.: As Stated

Reference: DO No. 40, series of 2012, and DM-OUOPS-2024-05-07998

To be indicated in the Perpetual Index

Under the following subjects:

<b>PERSONNEL</b>	<b>POLICIES</b>	<b>RIGHTS AND PROTECTION</b>
ACCS		



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ENCLOSURE 1 to Division Memorandum No. 120 Series of 2026

**Guidelines in Composing Child Protection Committee in Schools**

1. Schools must follow: Section 10, Department of Education Order No. 40, s. 2012, Establishment of Child Protection Committee in all public and private elementary and secondary schools shall establish a Child Protection Committee (CPC).
  - A. The CPC shall be composed of the following:
    1. School Head/Administrator – Chairperson
    2. Guidance Counselor/ Teacher - Vice Chairperson
    3. Representative of the Teachers as designated by the Faculty Club
    4. Representative of the Parents as designated by the Parents-Teachers Association
    5. Representative of pupils, students and learners as designated by the Supreme Student Council
    6. Representative from the Community as designated by the Punong Barangay, preferably a member of the Barangay Council for the Protection of Children (BCPC).
  - B. The CPC shall perform the following functions:
    1. Draft a school child protection policy with a code of conduct and a plan to ensure child protection and safety, which shall be reviewed every three (3) years. The template for the school child protection policy is attached as Annex "C";
    2. Initiate information dissemination programs and organize activities for the protection of children from abuse, exploitation, violence, discrimination and bullying or peer abuse;
    3. Develop and implement a school-based referral and monitoring system. The template for the referral system is attached as Annex "D";
    4. Establish a system for identifying students who may be suffering from significant harm based on any physical, emotional or behavioral signs;
    5. Identify, refer and, if appropriate, report to the appropriate offices cases involving child abuse, exploitation, violence, discrimination and bullying;
2. School Head or School Administrator, - as the chairperson (cannot be designated to anyone) NOTE: NO "Child Protection Coordinator in Schools"
3. For integrated schools, one composition per level: Elementary, Junior High School, and Senior High School.
4. Accomplish Annex A.
5. Upload and submit the signed Annex A.
6. School CPC shall establish own Facebook Group Messenger/ Group Chat administered by the Chairperson for quick information dissemination named as follows: **LRPD SCPC (Name of School) 2026-2027**
7. The Chairman of SCPC shall maintain connections with the LRPD District Coordinator through FB Messenger or other related applications.



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ENCLOSURE 2 to Division Memorandum No. 120, Series of 2026

**Guidelines in Designating Learner Rights and Protection District Coordinators**

1. School Districts must follow in accordance with Department of Education Order Number 02, series of 2024 in designating district coordinators.
2. The Designated Learner Rights and Protection District Coordinators must be School Heads; Principal or Head Teacher from the jurisdictional public schools.
3. One School Head, total of three, must be designated per level: Elementary, Junior High School, and Senior High School.
4. Accomplish Annex B.
5. Upload and submit the signed Annex B.
6. Designated District LRP Coordinators shall establish a Facebook Group Messenger/ Group Chat per district administered by the LRPD JHS-Designated Coordinator for quick information dissemination named as follows: **LRPD** (*Name of District*) **2026-2027**
7. Designated District LRP Coordinators shall maintain connections with the LRPD Division Focal through FB Messenger or other related applications.



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ANNEX A

**SCHOOL CHILD PROTECTION COMMITTEE**

**2026-2027**

School Year

\_\_\_\_\_  
DISTRICT

\_\_\_\_\_  
SCHOOL NAME

\_\_\_\_\_  
COMPLETE SCHOOL ADDRESS

NAME	POSITION / DESIGNATION	FUNCTION
		Chairperson
		Vice Chairperson
		Rep. of the Teachers
		Rep. of the PTA
		Rep. of Learners SSC
		Rep. of BCPC

Prepared by:

\_\_\_\_\_  
Vice Chairperson, Registered Guidance Counselor/Guidance-Designate

Submitted by:

\_\_\_\_\_  
Chairperson, School Head

Validated by:

\_\_\_\_\_  
District LRP Coordinator

Noted by:

\_\_\_\_\_  
District Supervisor



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ANNEX B

**DESIGNATED DISTRICT LEARNER RIGHTS AND PROTECTION COORDINATORS**

**2026-2027**  
 School Year

\_\_\_\_\_  
 DISTRICT

\_\_\_\_\_  
 DISTRICT OFFICE ADDRESS

NAME	POSITION/DESIGNATION	FUNCTION
		Coordinator for Senior High Schools
		Coordinator for Junior High Schools
		Coordinator for Elementary Schools

Conforme:

\_\_\_\_\_  
 Designated LRP District Coordinator for SHS

\_\_\_\_\_  
 Designated LRP District Coordinator for JHS

\_\_\_\_\_  
 Designated LRP District Coordinator for Elementary

Submitted by:

\_\_\_\_\_  
 District Supervisor

Validated by:

**ALLAN CARLO C. SORIANO**  
 Division LRP Primary Focal, PDOI-SGOD

Noted by:

**CHARLIE I. URETA**  
 Division LRP Vice Chairperson, EPS-SGOD



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ANNEX C

**CONSOLIDATED DESIGNATED DISTRICT LEARNER RIGHTS AND PROTECTION COORDINATORS**

**2026-2027**  
 School Year

\_\_\_\_\_  
 DISTRICT

\_\_\_\_\_  
 DISTRICT OFFICE ADDRESS

*\*DISTRICT*

NAME	POSITION / DESIGNATION	FUNCTION
		Coordinator for Senior High Schools
		Coordinator for Junior High Schools
		Coordinator for Elementary Schools

*\*DISTRICT*

NAME	POSITION / DESIGNATION	FUNCTION
		Coordinator for Senior High Schools
		Coordinator for Junior High Schools
		Coordinator for Elementary Schools

*\*DISTRICT*

NAME	POSITION / DESIGNATION	FUNCTION
		Coordinator for Senior High Schools
		Coordinator for Junior High Schools
		Coordinator for Elementary Schools

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Prepared by:

**ALLAN CARLO C. SORIANO**  
 Division LRP Primary Focal, PDOI-SGOD

Recommended by:

**MICHAEL T. RAPIZ**  
 Division LRP Chairperson, CES-SGOD

Approved by:

**FELICIANO C. BUENAFE JR., CESO VI**  
 Schools Division Superintendent



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