



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

February 13, 2026

DIVISION MEMORANDUM

No. 096, s. 2026

**MASS COLLECTION OF EXISTING SCHOOL HANDBOOKS
FOR THE SCHOOL YEAR 2025-2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors, Principals, Head Teacher
In-Charge of the District
Senior/Education Program Specialist
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 Supplemental Guidelines for the Implementation of DepEd Order No. 40, s. 2012, and Anti-Bullying Act of 2013, the Schools Division of Aklan will conduct a **Mass Collection of Existing School Handbooks from Private and Public Schools, Primary/Elementary/Junior High School/Senior High School** on February 20, 2026.
2. This aims to review the policies on Learner Rights and Protection (LRP) or commonly known as Child Protection; to devise planning of the LRP Bullying Prevention Policies; and to conduct an advocacy campaign to raise awareness about the rights and protection of learners by inspiring and empowering the participants.
3. Attached is a template to be submitted by the School Head as the School Learner Rights and Protection. **See ENCLOSURE 1**
4. All Private and Public Schools with existing School Handbook for the SY/AY: 2025-2026 shall submit the Soft Copy in PDF File to their respective District LRP Coordinators, and must be labeled as **AKLAN DISTRICT FullNameOfSchool LRPSHB2026**
5. District LRP Coordinators **must collect, validate, and upload to the Google Drive** to be provided by the LRP Division Focal and to be submitted on February 28, 2026. **See ENCLOSURE 2**
6. District Supervisors shall issue a similar memorandum for the purpose of collecting the said handbook with the names, google link and drive of District LRP Coordinators.



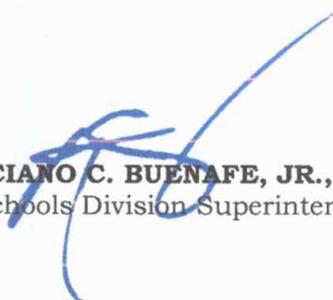
Población, Numancia, Aklan
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7. Travel and other expenses relative to this activity may be charged against local funds/SMOOE subject to the usual accounting and auditing rules and regulations.

8. Widest dissemination of and compliance with this Memorandum is desired.


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

Encl.: As Stated

Reference:

To be indicated in the Perpetual Index

Under the following subjects:

POLICIES

RIGHTS AND PROTECTION

SCHOOLS

ACCS



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ENCLOSURE 1 to Division Memorandum No. **096** Series of 2026

LRP SCHOOL HANDBOOK VALIDATION FORM

 School Year

 District

I. Fill-out and Put a check (to indicate)

NAME OF SCHOOL	with SCHOOL HANDBOOK	NONE

**Proceed to II if with check*

II. SCHOOL HANDBOOK with CPP and ABP (put MET/UNMET)

TITLE OF SCHOOL HANDBOOK	with Contextualized Child Protection Policy in the Handbook	with Contextualized Anti-Bullying Policy in the Handbook

III. Challenges, and Concerns Identified

(Indicate agreed action steps, responsible persons/offices, and timelines.)

CHALLENGE/CONCERNS	Responsible Office/Person	Target Date

Prepared by:

Noted by:

 School LRP Vice Chairperson
 Guidance Counselor/Designate

 School LRP Chairperson
 Principal/School Head

Collected and Validated by:

 District Level LRP Coordinator
(sign with date)



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ENCLOSURE 2 to Division Memorandum No. 096 Series of 2026

DISTRICT CONSOLIDATED REPORT

DISTRICT LEARNER RIGHTS AND PROTECTION MASS COLLECTION
 OF EXISTING SCHOOL HANDBOOKS

DISTRICT:

Date of Submission to Division Office:

Implementing Office/Unit: LEARNER RIGHTS AND PROTECTION

I. List of Schools (PRIVATE AND PUBLIC):

INTEGRATED PUBLIC SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...

SECONDARY PUBLIC SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...

PRIMARY/ELEMENTARY PUBLIC SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...



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INTEGRATED PRIVATE SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...

SECONDARY PRIVATE SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...

PRIMARY/ELEMENTARY PRIVATE SCHOOLS

List of Schools in the District	(met/unmet)		
	with School Handbook (proceed if met)	with CPP Child Protection Policy	with ABP Anti-Bullying Policy
1.			
2.			
3.			

...



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II. NUMERICAL DATA FOR (I)

TOTAL NUMBER of Schools in the District	NUMERICAL DATA		
	No. of Schools with School Handbook	No. of Schools with CPP Child Protection Policy	No. of Schools with ABP Anti-Bullying Policy

III. Issues, Challenges, and Concerns Identified

(Indicate agreed action steps, responsible persons/offices, and timelines.)

CHALLENGE/CONCERNS	Responsible Office/Person	Target Date

Prepared By:

District LRP Coordinator
Senior High School

District LRP Coordinator
Junior High School

District LRP Coordinator
Elementary School

Noted By:

District Supervisor

Received By:

ALLAN CARLO C. SORIANO
Learner Rights and Protection
Division Focal



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