



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

AUG 19 2025

**MEMORANDUM**  
No. 408, s. 2025

To: OIC-Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads, Public Elementary and Secondary Schools  
All Others Concerned

**REVISITING AND ENHANCING THE SCHOOL CHILD PROTECTION  
POLICY AND STUDENT HANDBOOK STRATEGIES  
ON ANTI-BULLYING AND DISCIPLINE**

1. Pursuant to DepEd Order No. 40, s. 2012 otherwise known as the Child Protection Policy and DepEd Order No. 55, s. 2013 Implementing Rules and Regulations of RA 10627 or the Anti-Bullying Act of 2013, all schools are mandated to implement contextualized and responsive child protection measures, including the adoption of proactive anti-bullying interventions and the establishment of consistent, rights-based student discipline practices.
2. To strengthen compliance and ensure alignment with existing policies, schools are directed to revisit their Child Protection Policy (CPP) and assess the effectiveness of implementation toward the enhancement of their respective Student Discipline Handbooks. This initiative also aims to harmonize school-level strategies with division-wide standards of practice in the promotion of safe and child-friendly learning environments.
3. All school heads, in coordination with their school Child Protection Committee (CPC), are advised to:
  - a. review the current Child Protection Policy and its implementation status;
  - b. assess practices on anti-bullying prevention, intervention, and reporting mechanisms;
  - c. evaluate the effectiveness of existing student discipline strategies and recommend responsive enhancements if deemed necessary; and
  - d. integrate contextualized and child-rights-based approaches in the student handbook.
4. The localized Learner Protection and Discipline Development Handbook of **Sucab Senior High School** on the link below is hereby provided as a model reference for the revision/enhancement process. Schools may adopt relevant features and strategies suitable to their local context and are aligned with established policies and guidelines. (Google Drive Link: <https://tinyurl.com/SSHSLPDDHandbook>)

NUM-2025-408



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5. The output of the review shall be in the form of an enhanced/revised Student Handbook incorporating improved strategies and contextualized practices on anti-bullying and student discipline, aligned with existing policies and guidelines of the department.
6. Schools are expected to submit a report on the conduct of review and the enhanced Student Handbook to the Schools Division Office through the School Governance and Operations Division (SGOD) on or before August 29, 2025.
7. The SGOD shall monitor compliance with this Memorandum and provide technical assistance to schools in ensuring effective implementation.
8. Immediate dissemination of and compliance with this Memorandum is directed.

For:

**VIOLETA M. GONZALES**  
Assistant Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent

By:

**FLORANTE C. MARMETO**  
Chief Education Supervisor  
Curriculum Implementation Division  
Officer-In-Charge

Encl: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
Under the following subjects

CHILD PROTECTION POLICY      STUDENT HANDBOOK      ANTI-BULLYING ACT

MDE/REVISITING AND ENHANCING THE SCHOOL CHILD PROTECTION POLICY AND STUDENT HANDBOOK STRATEGIES ON ANTI-BULLYING AND DISCIPLINE

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