

Department of Education Region X-Northern Mindanao DIVISION OF MALAYBALAY CITY



Cor. Don Carlos and Guingona Sts., Malaybalay City

January 22, 2013

Memorandum to: Schools District Supervisors

Elementary and Secondary School Heads

This Division

From:

EDILBERTO L. OPLENARIA

OIC-Schools Division Superintendent

Deped-MALAYBALAY CITY DIVISION

RELEASED

Re:

Addendum to Unnumbered Division Memo dated January 11, 2013 re

Suggested Activities for the Early Registration Day

- 1. In line with DepEd Order No. 89, s. 2012, Declaring January 26, 2013 as the Early Registration Day for SY 2013-2014 to Achieve the Millennium Development Goals (MDGs) and the Objectives of Education for All (EFA), all school heads are enjoined to conduct a massive advocacy campaign for the early registration starting January 27, 2013, on the theme, "Makapag-aral ay Karapatan Mo, Magpalista Ngayong Enero".
- 2. The following additional suggested activities are to be undertaken along with those in the DepEd Order:
 - a. Strengthening the division/district and school task force on the Early Registration
 - b. Launching/Kick-off activities through a parade and assembly of the School Governing Council, PTA, LGU and pupils/students with suggested slogan: "Pre-Enrolment na Ngayon" on January 26, 2013.
 - Family Mapping by elementary, secondary school heads and teachers and District ALS Coordinators with the school nurses and in coordination with barangay health workers, PTA and LGU.
 - d. Coordinating with private preschools and daycare centers for the listing of their 4-5 years old children who are presently enrolled in the daycare center/school.
 - e. Hanging streamers and posters carrying attractive slogans.
 - f. Publishing basic information drive in bulletin boards of schools, municipal/barangay halls and other public places.
 - Conducting assemblies inviting NGOs and other civic and religious organizations.
- 3. This pre-registration will allow the Department to determine the intervention needed; therefore, it is further advised that basic information of the activity be gathered by filling up the attached forms in the enclosures.

Enclosure 1

Form 1-Early Registration Form

(to record enrollees for both elementary and secondary)

Enclosure 2

Form 2A-School Plan to Address Needs

(for elementary school heads)

Enclosure 3

Form 2B-School Plan to Address Needs

(for secondary school heads)

- 4. All Districts are requested to provide assistance to schools in planning the activity and in facilitating the submission of the consolidated Form 1 in hard and soft copy (excel form) on or before January 29, 2013. The accomplished Form 2A and 2B shall be submitted to on or before March 4, 2013. Reports will be submitted to the Division Planning, Research and Evaluation Unit.
- 5. For immediate dissemination, guidance and compliance

FORM 1

DEPARTMENT OF EDUCATION EARLY REGISTRATION FORM

| School Name: | Region: Division: School District: |
|---------------------------------|------------------------------------|
| Kindergarten /Grade /Year Level | |

| NAME | SEX | AGE | BIRTHDATE | Address | CATEGORY OF CIY WITH | Remarks |
|--|----------------------|--|--|--|--|--|
| | | | | } | DISABILITY | |
| | | | | | (for Children | |
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1. For Grade 1 Registrants: Has attended/and attended Kindergarian class

 For At S: Information whether the child/youth prefers to team through the ARM = alternative delivery mode (MISOSA, n-IMPAGT, DORP) or ALS = alternative learning system

Culegory of C/Y with Disability**: Visual Impairment, Hearing Impairment, Intellectual Disability, Learning Disability, Speech/Language Impairment, Serious Emotional Disturbance, Autism, Orthopadic Impairment, Special Mouth Broblem, Multiple Clinahillities

Categories of Disability

FORM 2A

School Plan to Address Needs

| Name of Elementary Sch Division: Date Accomplished: | | | Region: | ************************************** | Particular | | |
|---|---|--|--|--|--|---|--|
| Please Indicate additional | inpuls nee | ded. | | | | | |
| Grade Level | Tent | i sutarive Enformant | | | . Addional Inputs Needed (Please indicate number) | | |
| | | | Classroom | Teachers | Textbooks | Seats | |
| Kindergarten | | | | | | | |
| Grade 1 | | | | | 444 | | |
| Guada 5 | | 2° paring the same of the same | | | | | |
| Grade 3 | | | | | | 1 | |
| Grade 1 | | | | | 1000 E 1000 C 10 | | |
| Grade 5 | | ·p | | | | | |
| Grade 0 | | | | | | | |
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Tentative Enrolment

C. Additional Inputs Needed

Enclosure No. 3.

FORM 28

School Plan to Address Needs

| Name of Secondary School: | |
|--|---------|
| Division: | Region: |
| Dale Accomplished: | |
| | • |
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| Year Level | Tentalive Enrollment | A. Additional Inputs Needed (Please Indicate number) | | | |
|---|-------------------------|---|----------|-----------|---|
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| 2. Second Year | | | | | |
| 3. Third Year | | | | | |
| 4. Fourth Year | | | | | |
| TOTAL | | | | | |

| Learners under the ADMsi | | B. Inputs Needs | | |
|--------------------------|--|--------------------------|--|--|
| ALS | Tentative Enrolment | Teacher - Facilitator | Modules | |
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| Age 13 | | | The second secon | |
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| Age 15 and above | | | tendende de la faction de la companya del la companya de la compan | |
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