



Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF TUGUEGARAO CITY

July 6, 2021

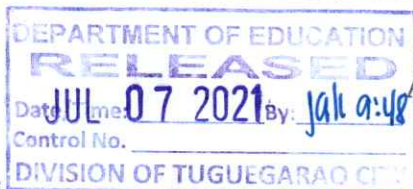
DIVISION MEMORANDUM

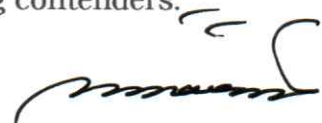
No. 191, s. 2021

2021 ADVOCATE OF RIGHTS, ACCOUNTABILITY, AND LEADERSHIP (ARAL) AWARDS – DIVISION-LEVEL

**To: Assistant Schools Division Superintendent
 Chief Curriculum Implementation Division
 Chief Governance and Operations Division
 Schools District Supervisor
 All School Heads
 School Child Protection Coordinator**

1. The DepEd Regional Office through Regional Memorandum 131 s, 2021 initiated the giving of awards and recognition, among others, to the best practices of schools relative to implementation of Child Protection Policy.
2. In this regard, this Office will hold the Division-level search to select its official nominee (one school per category in the following contested categories:
 - Best School-Based Child Protection Policy – Elementary
 - Best School-Based Child Protection Policy – Secondary
 - Best School-Based Child Protection Policy Implementer – Elementary
 - Best School-Based Child Protection Policy Implementer - Secondary
3. For your reference and guidance please see the attached guidelines and documentary requirements that must be submitted to the School Governance and Operations Division **on or before July 16, 2021.**
4. A team from the School Governance Operations Division composed of Education Program Supervisor, YFP Unit and the program coordinator for Child Protection Policy shall conduct **paper-top** evaluation and validation on all documents submitted to select the best from among contenders.
5. For information widest dissemination.




REYNANTE Z. CALIGUIRAN
 Assistant Schools Division Superintendent
 OIC- Schools Division Superintendent

Encl: none
 Reference: Regional Memorandum 131 s, 2021
 To be indicated in the Perpetual Index

Under the following subjects: SAFETY, HEALTH, PROGRAMS, EDUCATION PROJECT, PLANS



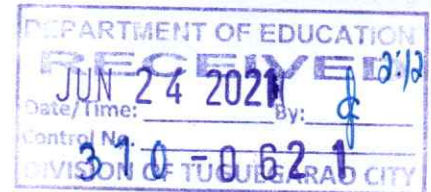
Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
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Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY



22 June 2021

REGIONAL MEMORANDUM

No. 131, s. 2021

**2021 ADVOCATE OF RIGHTS, ACCOUNTABILITY,
AND LEADERSHIP (ARAL) AWARDS**

To: Schools Division Superintendents
All Concerned

1. This is to announce the conduct of the ARAL Awards for this year in relation to Regional Memorandum No. 11, s. 2020 and Memorandum dated 13 January 2021.
2. This awards program aims to highlight best practices and celebrate milestones and successes. It is the recognition, through awards and citations, of offices/individuals that continuously contribute to the development and progress of legal services in the region. Likewise, it serves as a monitoring mechanism to track accomplishment of tasks and deliverables.
3. Based on the timelines, this Office now issues the herein guidelines for the 2021 ARAL Awards for the following categories:
 - a. Best Performing Legal Unit
 - b. Child Protection Champion
 - c. School Sites Champion
 - d. Best School-Based Child Protection Policy – Elementary
 - e. Best School-Based Child Protection Policy – Secondary
 - f. Best School-Based Child Protection Policy Implementer – Elementary
 - g. Best School-Based Child Protection Policy Implementer – Secondary
4. This Office shall only accept entries and nominations until 30 July 2021. Please consider these in your submissions:

ADDRESSEE:

JESSIE L. AMIN

DIRECTOR III/ASSISTANT REGIONAL DIRECTOR
CHAIRPERSON, 2021 ARAL AWARDS AD HOC COMMITTEE

SUBJECT: 2021 ARAL AWARDS



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Scanned copies of duly accomplished entries may be sent to legal.region2+aral2021@deped.gov.ph ahead of the hard copies.

5. For information and compliance.



BENJAMIN D. PARAGAS
Director IV/Regional Director

Encl:

1. 2021 ARAL Awards Guidelines
2. 2021 ARAL Awards Forms



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GUIDELINES FOR THE 2021 ADVOCATE OF RIGHTS, ACCOUNTABILITY, AND LEADERSHIP (ARAL) AWARDS

I. GENERAL PROVISIONS

- Submissions that are not compliant with the documentary requirements, prescribed signatories, forms, timelines, rules, and policies will not be considered.
- Any misrepresentation made in any of the documents submitted will be a ground for disqualification and for disciplinary action, as appropriate.
- ARAL templates may be accessed and downloaded through the following link: <http://bit.ly/2ARALforms>
- In the rating of entries, the ARAL Ad Hoc Committee is given discretion to assign points based on their assessment of the submitted requirements and their evaluation of various aspects of randomly inspected records vis-à-vis Regional Office Data, as necessary. The Committee is also allowed to set schedules for interview and validation.
- The top 3 entries will be requested to prepare an Audio-Video Presentation or Powerpoint Presentation of the write-up they submitted.
- The participating offices and the top 3 entries will receive corresponding certificates.
- The winner per category will be announced through the issuance of a memorandum, and will receive a plaque and certificate with a cash prize.

V. BEST SCHOOL-BASED CHILD PROTECTION POLICY

- a. QUALIFICATION MAYBE A PRIVATE SCHOOL OR A PUBLIC SCHOOL
- The Schools Division Offices will submit two (2) official nominee schools for this award. One for the ELEMENTARY CATEGORY and another for the SECONDARY CATEGORY.
- b. DOCUMENTARY REQUIREMENTS
- Write-Up (ARAL Form 4)
 - School-Based Child Protection Policy
- c. CRITERIA

CRITERIA	WEIGHT	5 POINTS PER AREA	(SUBSTANCE AND PRESENTATION)	PERIOD OF COVERAGE	MEANS OF VERIFICATION		
Incorporation of Codes of Conduct 1. Address specific risk factors 2. Cater to specific groups (learners, school administrators, teachers, non-teaching personnel, visitors)	35%	All areas are included in the policy.	Most of the areas are included in the policy.	Some of the areas are included in the policy.	Few of the areas are included in the policy.	SY 2019-2020	<ul style="list-style-type: none"> Write-Up School-Based Child Protection Policy Interview/Validation
Documentation, Referral, Reporting, and Monitoring Protocols, Disciplinary Procedure, Conflict Resolution Mechanism	30%	All areas are included in the policy.	Most of the areas are included in the policy.	Some of the areas are included in the policy.	Few of the areas are included in the policy.	SY 2019-2020	<ul style="list-style-type: none"> Write-Up School-Based Child Protection Policy Interview/Validation
Strategic Actions 1. Establishment of CPC / Linkages 2. Crafting of the School-Based Policy / Policy Formulation / Review 3. Provision of Resources 4. Advocacy Campaigns 5. Capacity Building Activities	25%	All areas are included in the policy.	Most of the areas are included in the policy.	Some of the areas are included in the policy.	Few of the areas are included in the policy.	SY 2019-2020	<ul style="list-style-type: none"> Write-Up School-Based Child Protection Policy Interview/Validation



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Other Areas	5%	5%	4%	3%	1-2%	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation
<p>Over-All Presentation</p> <ul style="list-style-type: none"> • Language is clear and appropriate. • Ideas are easy to understand and in logical order. • The policy is well-structured. • The presentation is creative and engaging. 	5%	<p>5%</p> <p>The policy has all of the characteristics</p>	<p>4%</p> <p>The policy has most of the characteristics</p>	<p>3%</p> <p>The policy has some of the characteristics</p>	<p>1-2%</p> <p>The policy has few of the characteristics</p>	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation

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BEST SCHOOL-BASED CHILD PROTECTION POLICY (Maximum of 5 pages, A4-sized bond paper, Bookman Old Style, 11, single spacing, and 1" margin each side)	
I. THE NOMINEE SDO SCHOOL	
II. RATIONALE (of the School-Based Child Protection Policy) Statement of what the policy seeks to achieve (objectives) and Of what Principles and values are espoused	
III. NARRATIVE (on the crafting of the School-Based Child Protection Policy) Procedure (significant activities and dates) Participants and stakeholders involved	
IV. STRATEGIES AND BEST PRACTICES Description of action plans and procedures contained in the policy: <ol style="list-style-type: none"> 1. To address specific issues and areas 2. To utilize resources 3. To provide information 4. To ensure implementation of the policy 5. To monitor and undertake review for continual improvement 	
V. OTHER INFORMATION	
VI. ATTESTATION We attest to the accuracy of the information contained herein and authorize the Advocate for Rights, Accountability, and Leadership (ARAL) Ad Hoc Committee to use the data and conduct validation on the matter.	

(signature over printed name) CPC Chairperson	(signature over printed name) CPC Vice-Chairperson
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VI. BEST SCHOOL-BASED CHILD PROTECTION POLICY IMPLEMENTER

a. QUALIFICATION MAYBE A PRIVATE SCHOOL OR A PUBLIC SCHOOL
 • The Schools Division Offices will submit two (2) official nominee schools for this award. One for the ELEMENTARY CATEGORY and another for the SECONDARY CATEGORY.

b. DOCUMENTARY REQUIREMENTS

- Write-Up (ARAL Form 5)
- School-Based Child Protection Policy

c. CRITERIA

CRITERIA	WEIGHT					PERIOD OF COVERAGE	MEANS OF VERIFICATION
HANDLING AND MANAGEMENT OF INCIDENTS AND CASES (documentation, handling, referral, reporting, and monitoring), analysis of data and utilization of data for continual improvement	30%	30%	21-29%	11-20%	1-10%	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation
CPC FUNCTIONALITY (regular meeting, initiatives, projects, and activities, review of policy)	15%	15%	11-14%	6-10%	1-10%	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation
STAKEHOLDER PARTICIPATION (learners, admin, teachers, non-teaching, visitors, partner agencies;	15%	15%	11-14%	6-10%	1-10%	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy



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policy formulation and initiatives, projects, activities) Directory of services, review of policy etc.		demonstrated	consistently demonstrated	demonstrated	demonstrated			• Interview/Validation
ADVOCACY AND CAPB ACTIVITIES (diverse groups and participants)	15%	15% The key elements are exceptionally demonstrated	11-14% The key elements are clearly and consistently demonstrated	6-10% The key elements are adequately demonstrated	1-10% The key elements are reasonably demonstrated	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation 	
PROVISION OF RESOURCES (materials, references, equipment, facilities, knowledge, etc.)	15%	15% The key elements are exceptionally demonstrated	11-14% The key elements are clearly and consistently demonstrated	6-10% The key elements are adequately demonstrated	1-10% The key elements are reasonably demonstrated	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation 	
OTHER AREAS (initiatives, projects, activities)	10%	10% Demonstrates excellent understanding of the child protection program of the school	9-8% Demonstrates comprehensive understanding of the child protection program of the school	5-7% Demonstrates decent understanding of the child protection program of the school	1-4% Demonstrates basic understanding of the child protection program of the school	SY 2019-2020	<ul style="list-style-type: none"> • Write-Up • School-Based Child Protection Policy • Interview/Validation 	



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<p align="center">SCHOOL-BASED CHILD PROTECTION POLICY IMPLEMENTER (Maximum of 5 pages, A4-sized bond paper, Bookman Old Style, 11, single spacing, and 1" margin each side)</p>
<p>I. THE NOMINEE</p> <p>SDO SCHOOL TEAM MEMBERS</p>
<p>II. INTRODUCTION</p> <p>Description as to the process of implementation (best practices on monitoring, ensuring compliance, and review for continual improvement)</p>
<p>III. ACCOMPLISHMENTS AND IMPACT</p> <ol style="list-style-type: none">1. Description of the work and strategies (initiatives/projects/activities) relative to the implementation of the CPP covering the following areas:<ol style="list-style-type: none">a. Handling and management of incidents and casesb. CPC Functionalityc. Stakeholder Participationd. Advocacy and Capability Building Activitiese. Provision of Resourcesf. Other Areas2. Narration as to<ol style="list-style-type: none">a. Issues/problems addressedb. People/office benefitedc. Transactions facilitatedd. Savings generated
<p>IV. OTHER INFORMATION</p> <p>Facilitators of and barriers to implementation How to improve implementation</p>
<p>V. ATTESTATION</p> <p>We attest to the accuracy of the information contained herein and authorize the Advocate for Rights, Accountability, and Leadership (ARAL) Ad Hoc Committee to use the data and conduct validation on the matter.</p>



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(signature over printed name) CPC Chairperson	(signature over printed name) CPC Vice-Chairperson
(signature over printed name) Faculty Representative	(signature over printed name) Student Representative
(signature over printed name) Parent Representative	(signature over printed name) Community Representative

Attested by:

Submitted by:

(Signature over Printed Name)
Child Protection Focal Person

(Signature over Printed Name)
SDS



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