

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




25 June 2023

Regional Memorandum
No.436 s.2023

**SUBMISSION OF THE CONSOLIDATED REPORTS OF
LEARNER RIGHTS AND PROTECTION CASES**

To **Schools Division Superintendents**

1. In reference to the unnumbered memorandum of the Department of Education dated June 8, 2023, this Office, through the Education Support Services Division requests for the submission of the consolidated reports on incidents of bullying and child abuse, as well as cases involving children-at-risk (CAR) and children in conflict with the law (CICL), other learner rights and protection concerns, the number of schools with localized child protection policies and anti-bullying policies, and schools with established child protection committee (CPC).
2. The Schools Division Offices must strictly follow the reporting template in this google drive link: <https://tinyurl.com/LRP-References> and requested to submit the consolidated reports on or before July 27, 2023, through email.
3. For further details, contact the Education Support Services Division via email at essd.calabarzon@deped.gov.ph or Ms. Rochelle May M. Nisola, Learner Rights and Protection Focal person via email at rochellemay.nisola@deped.gov.ph
4. Immediate dissemination and strict compliance with this Memorandum is desired.¹


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

03/RMMN

¹ Request on the Consolidated Reports of Learner Rights and Protection Cases



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682 – 2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



25 June 2023

Regional Memorandum
No. 436 s. 2023

REQUEST ON THE CONSOLIDATED REPORTS OF LEARNER RIGHTS AND PROTECTION CASES

To **Schools Division Superintendents**

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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

OUOPS 2023 _____

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC AND PRIVATE SCHOOLS, ELEMENTARY AND
SECONDARY SCHOOLS

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : REQUEST ON THE CONSOLIDATED REPORTS OF LEARNER
RIGHTS AND PROTECTION CASES

DATE : June 8, 2023

Pursuant to Department Order No. 003, series of 2021¹, the Learner Rights and Protection Office (LRPO), formerly known as *Child Protection Unit* and *Child Rights in Education Desk*, is mandated to lead in the planning, implementing, coordinating, monitoring and evaluation of programs, projects, and activities related to learner rights and protection at all governance levels of the Department.

In line thereto, this Office is requesting the submission of consolidated reports on incidents of bullying and child abuse, as well as cases involving children-at-risk (CAR) and children in conflict with the law (CICL), other learner rights and protection concerns, the number of schools with localized child protection policies and anti-bullying policies, and schools with established child protection committees (CPC), in reference to the Reiteration of the Reportorial Obligation of Schools, Schools Division Offices, and Regional Offices, under DM No. 114, s. 2017².

Further, all public and private schools are directed to submit their respective SDOs the accomplished reports on bullying and child abuse, cases involving children-at-risk (CAR) and children in conflict with the law (CICL), other learner rights and

¹ DepEd Order No. 003, s. 2021, "Creation of the Child Rights in Education Desk and the Child Protection Unit of the Department of Education," January 15, 2021.

² DepEd Memorandum No. 114, s. 2017, "Reiteration of the Reportorial Obligation of Schools, Schools Division Offices, and Regional Offices Pursuant to DepEd Order Nos. 40, s. 2012, 55, s. 2013, and 18, s.2015," July 17, 2017.

protection concerns, copies of their School-Based Child Protection Policy and Anti-Bullying Policy certifying their adoption and localization of DO 40, s. 2012³, and reports on the status of their established child protection committees (CPC).

In view of the foregoing, the LRPO through this Office requests **all Regional Offices** to submit the consolidated data by:

1. Using the Google form: <https://tinyurl.com/Consolidation-Report>.
2. Sending an email of the following (**both in MS Excel and PDF formats**) to lrpo@deped.gov.ph.
 - i. Accomplished Regional Consolidated Report on Incidents of Bullying (Enclosure No. 1);
 - ii. Accomplished Regional Consolidated Report on Incidents of Child Abuse (Enclosure No. 2);
 - iii. Accomplished Regional Consolidated Report on Cases involving CAR (Enclosure No. 3) and CICL in Schools (Enclosure No. 4);
 - iv. Accomplished Regional Consolidated Report on Other Learner Rights and Protection Concerns (Enclosure No. 5); and
 - v. Regional Consolidated Report on Schools with Localized Child Protection Policy and Anti-Bullying Policy, and Schools with Established Child Protection Committees (Enclosure No. 6).

The data which must come from the Schools Division Offices **must be submitted only to the Regional Offices** for consolidation. Only the consolidated data from the Regional Office, which must be **validated** by the Regional Director, will be received and acknowledged by this Office. Further, the Regional Office, Division Office and all public and private schools **must strictly** follow the reporting template attached in this memorandum or in this google drive link: <https://tinyurl.com/LRP-References>. The deadline of submission of all the reports is on **July 21, 2023**.

Thus, the persons-in-charge of the consolidation of reports in the field are as follows:

- a. Child Protection Focal Person in the Education Support Service Division (ESSD) in the Regional Office;
- b. Child Protection Focal Person in the School Governance and Operations Division (SGOD) in the Schools Division Office; and
- c. Child Protection Committees (CPCs) in schools.

In order to foster accurate, valid, and reliable consolidated reports, the following are **required supporting documents** requested from the Regional Offices in addition:

- a. Accomplished School-based Consolidated Report on Incidents of Bullying (Enclosure No. 7)
- b. Accomplished School-based Consolidated Report on Incidents of Child Abuse (Enclosure No. 8)
- c. Accomplished School-based Consolidated Report on Cases of Children-At-Risk (Enclosure No. 9)
- d. Accomplished School-based Consolidated Report on Incidents of Children in Conflict with the Law (CICL) (Enclosure No. 10)

³ DepEd Order No. 40, s. 2012, "DepEd Child Protection Policy," May 12, 2012.

- e. Accomplished School-based Consolidated Report on Other Learner Rights and Protection Concerns (Enclosure No. 11)
- f. Accomplished Intake Sheet Forms per DO 40, s. 2012 (Enclosure No. 12)
- g. Accomplished Profiling and Initial Risk Assessment Tools for Children-at-Accomplished Risk (Enclosure No. 13)
- h. Accomplished Children in conflict with the Law (CICL) Intake form (Enclosure No. 14)
- i. School-based Activity Reports that show the measures undertaken for the prevention of learner rights and protection violations.

Further, the data privacy of the learners shall be maintained and protected at all costs, as provided by Republic Act (RA) No. 10173, otherwise known as the Data Privacy Act.

For your information and guidance.

Approved on May 9, 1968 by the Board of Directors of the City of New York.

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Total Number of Birds: 2,000

* del Adventure / Personal Portfolio

[illegible][illegible]

II. Private School

[illegible]

Common Actions Taken (Note: Please use other shorts if needed)

1 2 3 4 5

ENCLOSURE 1. Continuation

Personal information and contact information

Refusing to provide information is not a crime under the Freedom of Information Act

Physical - any physical contact, including touching, grabbing, holding, dragging, pushing, pulling, or shaking

Sexual - any sexual harassment, including sexual assault, sexual harassment, or sexual abuse, including sexual harassment, sexual abuse, or sexual assault

Gender Discrimination - any discrimination on the basis of gender, including gender discrimination, gender harassment, or gender abuse

Cyber Bullying - any bullying or harassment that uses electronic technology, including electronic harassment, cyber harassment, or cyber abuse

Frequency

_____ (Frequency)

Date

Division of New York State	
Division of Investigation	
Division of Criminal Justice Services	
Division of Criminal Justice Services	

Violation Date

_____ (Violation Date)

Page

ENCLOSURE 2. Accomplished Regional Consolidated Report on Incidents of Child Abuse

Approved based on the substance in 2B to Dept 4 (concordance B: 1A) a K17 as of August 2007

Regional Consolidated Report on Incidents of Child Abuse
School Year 20__ - 20__

W. G. R.

Total Population of Indian Schools	
Female	10,875
Elementary	10,875
High School	10,875
Senior High	10,875
Total	10,875

Total Number of Persons Residing
 in the District
 Elements of
 the High School
 and High School
 Total

1. Name	Mr. Smith
2. Address	123 Main St.
3. City	New York
4. State	NY
5. Zip	10001

1. Public School

[illegible]

ENCLOSURE 2. Continuation

II. Private School																																			
Division	Kindergarten								Elementary								Junior High School								Senior High School								No. of Abuse Incidents		
	Nature of Abuse								Nature of Abuse								Nature of Abuse								Nature of Abuse								Total Number of Male Victims	Total Number of Female Victims	TOTAL
	Physical		Sexual		Verbal/Psychological		Neglect/Other	Physical		Sexual		Verbal/Psychological		Neglect/Other	Physical		Sexual		Verbal/Psychological		Neglect/Other	Physical		Sexual		Verbal/Psychological		Neglect/Other							
	M	F	M	F	M	F		R	OP	M	F	M	F		M	F	R	OP	M	F		M	F	M	F	R	OP		M	F	M	F			
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ENCLOSURE 2. Continuation

Common Actions Taken (Rate: Please use other sheets if needed)

• Do you feel it is important to have a support group?

Politeness is a social skill that is used to show respect and consideration for others. It is a key component of effective communication and is essential for building positive relationships. Politeness involves using appropriate language, tone, and body language to convey respect and consideration for others. It is a social skill that is used to show respect and consideration for others. It is a key component of effective communication and is essential for building positive relationships. Politeness involves using appropriate language, tone, and body language to convey respect and consideration for others.

Approved _____ Date _____

Revised: The revised text was submitted to the author on 10/10/2019. The author has revised the text to address the reviewer's comments. The author has also revised the text to address the reviewer's comments.

Psychological - effects of a natural disaster on the psychological health of the community, including the effects of the disaster on the community's mental health, and the effects of the disaster on the community's mental health.

theater, the public sector and the private sector, and ourselves, for whom

Relationship: The subject is a U.S. citizen and is a member of the United States Armed Forces and is a member of the

[illegible][illegible]

Plany

111

Value of $\frac{1}{2} \pi$ 180°
 6.283185307

10. _____

ENCLOSURE 3. Accomplished Regional Consolidated Report on Cases involving CAR

Regional Consolidated Report on Incident Cases of Children-at-Risk (CAR)
School Year 20__ - 20__

Regulate

1. Total Number of Bubbles: 94 divisions.

Kind regards,

11.6.1941

11704 High Street

[illegible]**Total**

Total Area = 1 of Private Lands

Kinderpartien

Structure

James H. High School

Wang Huihui 王惠惠

Total

L. Public School

[illegible]

ENCLOSURE 3. Continuation

B. Private School

[illegible]

ENCLOSURE 3. Continuation

Common Actions Taken (Note: Please use other sheets if needed)	
1.	
2.	
3.	
4.	
5.	

continued information on common actions taken should be provided
 Note: Please use separate sheets for common actions taken if needed.

Source of Information/Source	
Source of Information/Source	
Source of Information/Source	
Source of Information/Source	

Prepared by: _____ (Name)
 (Signature)
 Date: _____

Validated by: _____ (Name)
 (Signature)
 Date: _____

ENCLOSURE 4. Accomplished Regional Consolidated Report on Cases involving C1CL

Regional Consolidated Report on Incidents of Children in Conflict with the Law (CICL)
School Year 20__ - 20__

Page _____

Total Number of Public Schools	_____
Kindergarten	_____
Elementary	_____
Junior High School	_____
Senior High School	_____
Total	_____

Total Number of Private Schools	
Kindergarten	_____
Elementary	_____
Junior High School	_____
Senior High School	_____
Total	_____

1. Public School

[illegible]

ENCLOSURE 4. Continuation

II. Private School:

[illegible]

1. NAME John Doe
 2. DATE 10/10/1964
 3. TIME 10:00 AM
 4. LOCATION 1000 Main St, New York, NY
 5. REASON Investigation of suspicious activity
 6. REPORTED BY John Doe
 7. REPORTED TO John Doe
 8. REPORTED BY PHONE John Doe
 9. REPORTED BY ADDRESS John Doe
 10. REPORTED BY PHONE NUMBER John Doe
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 98. REPORTED BY PHONE NUMBER John Doe
 99. REPORTED BY ADDRESS John Doe
 100. REPORTED BY PHONE NUMBER John Doe

Prepared by: _____ Date: _____
 (Signature) (Date)

Date: _____

Validated by: _____ (Name) _____
 {Date Printed}

Deter _____

Regional Consolidated Report on Other Learner Rights and Protection Concerns
School Year 20__ - 20__

2024

Total Number of 1976 Schools

Kennelgasten:
Firmenname:
Jahres-Höhepunkt:
Gemeinsame High School:
Tutor:

Total Number of Private Records

Kingborough
Electoral
District
Senior High School
District

I. Public School

[illegible]

ENCLOSURE 5. Continuation

II. Private School

[illegible]

ENCLOSURE 5. Continuation

Common Actions Taken (Note: Please use other sheets if needed)	
1	
2	
3	
4	
5	

Number of boards taken	
Copies by Monitoring	
Number of items referred to the Government Agency	
Number of items referred to other Non-Government Agency	

Prepared by: _____
(Name)
(Signature)

Date: _____

Validated by: _____
(Name)
(Signature)

Date: _____

1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

2. given

Y-12 is the only one of its kind in the world.

1. PUBLIC SCHOOL

[illegible]

ENCLOSURE 6. Continuation

Ch. Private Network

[illegible]

Prepared by Amr

Date _____

Validated by David
1. 1-10-2010

Date _____

(To be submitted to the Division Office a week after the start of each school year.)

CONFIDENTIAL

School-Based Report on Incidents of Child Abuse
School Year 20__ - 20__

Signature _____

Address _____

Classification: Private/Public School ID: _____
Level: Kindergarten/Elementary/Secondary

[illegible]

Number of Discarded Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Note: Child Abuse refers to the maltreatment of a child, whether habitual or not, which includes any of the following:

Physical refers to acts that inflict bodily harm and which subjects children to perform tasks which are dangerous to their physical well-being.

Sexual - refer to acts that are sexual in nature such as rape, sexual harassment, sexually demeaning remarks, forcing children to watch obscene publications or shows, etc. and

Psychological refers to areas of experience including the child's inner world or emotional so being to the child which include interactions, hormones, thinking, public attitude, threat of dishonour from grade or even as a form of violence, and repeated verbal abuse.

Relationship to the victim refers to relatives (father, mother, cousin, etc.) or school personnel (teachers and non-teaching staff). No retaliation settlement for any acts of child abuse.

Revised and Condensed by: Portia and Josephine

Date: _____

Prepared by: Turne and Associates

Date: _____

ENCLOSURE 9. Accomplished School-based Consolidated Report on Cases of CAR**CONFIDENTIAL****SCHOOL-BASED CONSOLIDATED REPORT ON CASES OF CHILDREN-AT-RISK (CAR)**

School: _____ School ID: _____
 Period Covered: _____
 Total Number of Students: _____ Classification: ☐ Public ☐ Private Level: ☐ Kindergarten
☐ Elementary ☐ Junior High School ☐ Senior High School

I. CHILDREN-AT-RISK (CAR)

Classification	No. of Students		Action Taken	Present Status
	Male	Female		
1. Victim of abuse (sexual, physical, psychological, mental, economic and other mean)				
2. Victim of Neglect				
3. Coming from a dysfunctional family or without parent or guardian				
4. Being a member of a gang				
5. Living in a community with a higher level of criminality				
6. Living a situation of armed conflict				
7. Committed a status Offense under Section 57 of RA 9344, as amended				
8. Mendicant under PD 1563				
9. Solvent/ Rugby user				
10. Marijuana/ Drug Use/ Dependency				
11. Smoking				
12. Others				

II. Concrete descriptions of actions taken by the school to alleviate the risk factors of the CAR:

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by:**Validated by:**

(Designation)

Principal

Date:

Date:

CONFIDENTIAL

Appendix F

School-Based Consolidated Report on Incidents of Children in Conflict with the Law (CICL)

School Year 20__-20__

School:

Period Covered:

School ID:

Classification:

☐ Public
☐ Private

Level:

☐ Kindergarten
☐ Elementary
☐ Junior High School
☐ Senior High School

A. Consolidated Report on Incidents of Children in Conflict with the Law (CICL)						
Learner's Reference Number (LRN)	Age	Sex (M/F)	Case/Violation	Action Taken	Intervention/ Diversion Program	Remarks

B. Concrete descriptions of any intervention program or diversion program that the school initiated or adopted which facilitated the reintegration of the CICL in the school and community

Number of Resolved Cases	
Cases for Monitoring	
Number of Cases referred to other Government Agencies	
Number of Cases referred to other Non-Government Agencies	

Prepared by:

(Designation)

Date:

Validated by:

Principal:

Date:

SCHOOL-BASED CONSOLIDATED REPORT ON OTHER LEARNER RIGHTS AND PROTECTION CONCERNS
School Year 20____ 20____

CONFIDENTIAL

Page 24 of 33

Schuel: _____

Adfressa: _____

Classification (Private/School) _____ School ID: _____
Level (Kindergarten/Elementary/Secondary) _____

[illegible]

Note: CSCE = Online Sexual Exploitation of Children;
SE = Sexual Exploitation of Children

	Number of Referred Cases
	Cases for Monitoring
	Number of Cases referred to other Government Agencies
	Number of Cases referred to other Non-Government Agencies

Prepared and Condensed by: _____
 Date: _____

Prepared by: _____
Course and Organization

Date: _____

ENCLOSURE 12. Accomplished Intake Sheet Forms per DO 40, s. 2012



CONFIDENTIAL

**Republic of the Philippines
Department of Education**

In compliance with the Data Privacy Act of 2012, the Learner Rights and Protection Office (LRPO), all personal data obtained from this form is entered and stored within DepEd's authorized information and communications system and will only be accessed by authorized personnel. Moreover, Section 18 of the DepEd Child Protection Policy ensures that the identity or other information pertaining to the learner/s or individuals involved shall be withheld from the public to protect their privacy.

INTAKE SHEET

I. INFORMATION

A. VICTIM:

Name: _____

Date of Birth: _____ Age: _____ Sex: _____

Gr./Yr. And Section: _____ Adviser: _____

Parents:

Mother: _____ Age: _____

Occupation: _____

Address: _____

Father: _____ Age: _____

Occupation: _____

Address: _____

B. COMPLAINANT:

Name: _____

Relationship to the Victim: _____

Address and Contact Number: _____

C. RESPONDENT:

C-1. If respondent is a School Personnel

Name: _____

Date of Birth: _____ Age: _____ Sex: _____

Address and Contact Number: _____

Position/Designation: _____

ENCLOSURE 12. Continuation

CONFIDENTIAL

C-2. If respondent is a Student

Name: _____

Date of Birth: _____ Age: _____ Sex: _____

Gr./Yr. and Section: _____

Parents/Guardian:

Mother: _____ Age: _____

Occupation: _____

Address and Contact Number: _____

Father: _____ Age: _____

Occupation: _____

Address and Contact Number: _____

II. DETAILS OF THE CASE:

III. ACTION TAKEN:

1

2

3

IV. RECOMMENDATIONS:

1

2

3

ENCLOSURE 12. Continuation

Prepared by:

Signature over Printed Name

Designation

Date

Noted by:

Signature over Printed Name

Designation

Date

ENCLOSURE 13. Accomplished Profiling and Initial Risk Assessment Tools for CAR



Appendix A

CONFIDENTIAL

Profiling and Initial Risk Assessment Tools for Children-at-Risk

PART I:

This form will help the guidance teacher or guidance counselor quickly note down risk factors that make the child vulnerable to coming into conflict with the law. A check mark on those items in red/bold font require immediate referral of the child to the LSWDO, DSWD or licensed child-caring agencies and NGOs for further assessment and treatment or intervention planning.

A mark on the other items or factors, other than those in red, require further investigation or data gathering on the part of the school CPC before referral is made to the LSWDO or DSWD.

Initial assessment made using this form will not substitute for the professional assessment and judgment of a licensed counselor, licensed child psychologist and licensed social worker.

I. Child's Identifying Information

Name: _____

Age: _____ Date of Birth: _____

Sex: _____

Address: _____

In school? _____ Yes; Grade/ Year Level: _____

_____ No; Highest Grade/ Year Level Finished: _____

Caregivers: _____ Father only _____ Mother only _____ Father & Mother

_____ Others (indicate relationship to the child): _____

Caregiver's source of income/employment and monthly income: _____

No. of siblings: _____ No. of siblings below 18 years old: _____

Ordinal position: _____

I. Individual factors

_____ History of substance/alcohol abuse

_____ Involvement in gangs

_____ Involvement in any positive youth development activity, identify: _____

_____ Reported incidents of sudden outbursts of anger/irritability exhibited in school

_____ Report or allegations of traumatic experiences of the child

_____ Reported recent suicide attempts or suicidal ideation

_____ Child observed in class to be depressed, anxious and out of focus most of the time

_____ Constant somatic complaints

_____ Reported/Noted thought disturbances

ENCLOSURE 13. Continuation

Types of offenses committed (Mark with X and indicate how many times reported for every type of offense committed)

- ☐ Theft
- ☐ Robbery
- ☐ Physical injuries
- ☐ Sexual harassment
- ☐ Rape
- ☐ Homicide
- ☐ Murder
- ☐ Drug-related offense
- ☐ Other offenses punished under penal laws (please indicate) _____

Family/community factors:

- ☐ Child is a victim of abuse, identify _____ (sexual, physical, emotional, verbal)
- ☐ Child is a victim of neglect
- ☐ Child has no parents or no adult guardian in the household
- ☐ History of parental criminal behavior
- ☐ History of sibling's criminal behavior
- ☐ Witness to family/ domestic violence
- ☐ Parent substance abuse
- ☐ Homeless
- ☐ Abandoned
- ☐ Witness to community violence
- ☐ Presence of support system (family, community, church, school)

School Behavior

- ☐ Child is behaving well in school
- ☐ Child is a victim of bullying in school
- ☐ Child has been observed to have moderate behavior problems in school
- ☐ Child had severe problems with behavior in school. Child has been reported for bullying in school.

Juvenile Justice (JJ)*

History of criminal behavior

- ☐ Current criminal behavior is the first known occurrence
- ☐ Youth has engaged in multiple delinquent acts in the past year

Seriousness

- ☐ Youth has engaged only in status violations or violations of local ordinances
- ☐ Youth has engaged in criminal behavior
- ☐ Youth has engaged in criminal behavior that places other citizens at risk of significant physical harm

Peer influences

- ☐ Youth's primary peer social network does not engage in delinquent behavior
- ☐ Youth predominantly has peers who engage in delinquent behavior
- ☐ Youth's primary peer social network are known to engage in criminal behavior

* Indicators were based on the Juvenile Justice Module of the Child and Adolescent Needs and Strengths Manual. Prada Foundation (1999)

ENCLOSURE 13. Continuation

PART II:

The table below further provides a non-exhaustive list of examples of evidence which would suggest that a student has met the threshold for an immediate referral to the proper authorities (LSWDO, Licensed SW of accredited and duly-licensed child caring agency, or to the DSWD CIU) or whether there is still a need for further investigation or data gathering on the allegations before referrals are made.

Initial assessment made using this form will not substitute for the professional assessment and judgment of a licensed counselor, licensed child psychologist and licensed social worker.

Referral to LSWDO for immediate intervention within 8 hours

Initial Assessment: For further investigation before referral to LSWDO or DSWD within 24 hours

- | | |
|--|--|
| <input type="checkbox"/> Any allegation of abuse or neglect or any suspicious injury in a non-mobile child | <input type="checkbox"/> Allegation of physical assault with <u>no visible injury</u> (child is mobile and verbal) |
| <input type="checkbox"/> Two or more minor injuries in non-verbal young children (including disabled children) | |
| <hr/> | |
| <input type="checkbox"/> Allegations or suspicious about a serious injury | <input type="checkbox"/> Any incident/ injury triggering concern e.g. a series of apparently accidental injuries or a minor non-accidental injury |
| <input type="checkbox"/> Allegations or suspicious about a sexual abuse perpetrated against a child | |
| <hr/> | |
| <input type="checkbox"/> Repeated allegations of reasonable suspicion of non-accidental injury or injuries | <input type="checkbox"/> Repeated expressed minor concerns from one or more sources on suspicion of non-accidental injury |
| <hr/> | |
| <input type="checkbox"/> The child has been traumatised, injured or neglected as a result of domestic violence | <input type="checkbox"/> Allegation concerning verbal threats |
| <input type="checkbox"/> Repeated allegations involving serious verbal threats and/or emotional abuse | <input type="checkbox"/> Allegations of emotional abuse including that caused by minor domestic violence |
| <hr/> | |
| <input type="checkbox"/> Allegations/ reasonable suspicions of serious neglect | <input type="checkbox"/> Allegations of periodic neglect including insufficient supervision, poor hygiene, clothing or nutrition; failure to seek/attend treatments or appointments; young carers undertaking intimate personal care |
| <hr/> | |

ENCLOSURE 13. Continuation

☐ Direct allegation of sexual abuse made by child or abuser's confession to such abuse

☐ Suspicions of sexual abuse (e.g. medical concerns, sexualized behavior, or referral by concerned relative, neighbor and caregiver)

☐ Any allegation suggesting connections between sexually abused children in different families or more than one abuser

☐ An individual inside the child's home posing a risk to the child (alleged perpetrator living with the child or who has daily access to the child/ adult alleged of threatening child to commit crime, etc.)

☐ Any suspicious injury or allegation involving a child already subject to a child protection plan or looked after by a local authority

☐ No available parent/carer and child is left abandoned child

☐ No available parent, child in need of temporary accommodation and no specific risk if this need is met

☐ Suspicion that a child has suffered or is at-risk of significant harm due to fabricated/ induced illness

☐ A child reported to be at-risk of sexual exploitation or trafficking

☐ Pregnancy in a child

☐ A child at-risk of forced marriage

Initial assessment made by:

Name and Signature

Designation

Noted by:

Name and Signature

Designation

ENCLOSURE 14. Accomplished CICL Intake form

Appendix B



CONFIDENTIAL

Children in Conflict with the Law (CICL) Intake Form

Division: _____ Region: _____
Name of School: _____
Address: _____
Case No.: _____
Date: _____

I. Identifying Information

Name: _____
Nickname: _____
Age: _____ Sex: _____
Date of Birth: _____
Place of Birth: _____
Address: _____
Grade/ Year Level & Section: _____
Class Adviser: _____

Parents/Guardian Information

Parents/ Guardian: _____
Address: _____
Contact Nos: _____

II. Problem Presented (Information on the Reported Offense)

Alleged offense committed by the student (describe incident as reported):

Place and Date of Alleged Commission of Offense: _____

Name of the referring party/ relation to the child: _____

Name of victim/s (if any): _____ Grade/Level: _____

Previous Offense reported in school, if any (please indicate date):

ENCLOSURE 14. Continuation

III. Actions taken, if any

IV. Disposition:

Referred and/or Released to:

☐ LSWDO Name: _____ Contact No. _____

☐ PNP Name: _____ Contact No. _____

☐ NGO/ FBO Name of Organization _____

Contact No. _____

Released to:

☐ **Parents**
☐ **Guardian**
☐ **Relative/s Name:** _____ **Contact No.** _____

Name and Signature of Receiving Party

Address: _____

Prepared by:

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Name and Signature	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Designation
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Noted by:

Name and Signature	Designation
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