



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
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Registration Number:
QAC/R63/0216

January 10, 2020


DIVISION MEMORANDUM

DM No. 010, s. 2020

EARLY REGISTRATION FOR SY 2020-2021

To: Assistant Schools Division Superintendent, SGOD Chief, CID Chief, Elementary and Secondary School Heads, All Others Concerned

1. In preparation for the opening of classes for SY 2020-2021, as per Order 3, s. 2018 declares January 25, 2019 as the commencement of Early Registration in all public elementary and secondary schools in the Division to achieve universal participation and completion of the cycles.
2. With the support of local officials, civic organizations, people's organizations (POs) and the community, a massive advocacy campaign to find children and youth not currently enrolled and bring them back to school shall be undertaken from January 26 to February 28, 2020.
3. The following are the objectives of the Early Registration:
 - a. To ensure that new entrants for Kindergarten, Grades 1, 7, and 11 learners are registered; and
 - b. To locate, identify, and register OSC and OSY in all community who may be characterized as:
 - Living with disability/ies
 - Living in off-grid community
 - Living in a barangay without school
 - Living in a geographically isolated area
 - Displaced due to natural disaster
 - Living in an armed conflict area
 - Living in an area with high level of criminality/drug abuse
 - Having chronic illness
 - Having nutritional problem/s
 - Victime of child abuse, economic exploitation
 - Stateless/Undocumented
 - In conflict with the law

 DEPED - QUEZON ICT UNIT UPLOADED Date/Time: <u>01-13-2020 10:28 Am</u> By: <u>nl</u> Ref. no. _____
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- Living on the streets
 - No longer in school but interested in going back to school
4. Schools are advised to come up with various activities such as house-to-house campaigns or meetings with local and barangay officials, civic organizations and POs to help and locate children who should be in school. Regional offices and school's divisions offices (SDOs) shall support school campaigns. Registration process shall include the following activities:

Date	Activities
January 21-22, 2020	Child and Youth Find Activities
January 23, 2020	Principals meeting with the Barangay Officials
January 24, 2020	Advocacy campaign to the barangays
January 25, 2020	Commencement of Early Registration Day in all Public Schools
January 25-February 28, 2020	Early Registration Period in all Public Schools
March 2, 2020	Planning to address resource gaps and implementation of different program interventions must be indicated in the school MEPA

5. Early Registration enrolment data should be encoded and submitted through the Learner Information System – Early Registration Tab.
6. District Supervisors are advised to monitor the said activity.
7. Personnel involved in the conduct of Early Registration during Saturdays/Holidays shall be given service credit as per DepEd Order 53, S. 2003.
8. Expenses related to Early Registration shall be charged to school MOOE/local funds, as appropriate and as authorized, subject to existing accounting and auditing rules and regulations.
9. Immediate dissemination and strict compliance with this Memorandum is directed.


CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

parmjdf12/10/2020

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