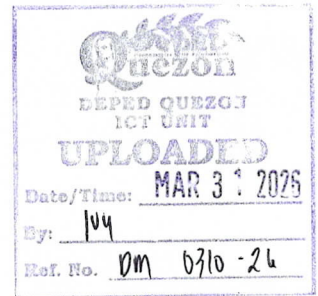




Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF QUEZON PROVINCE



30 March 2026

DIVISION MEMORANDUM

No. 0310, s. 2026

SUMMER ACTIVITIES OF SCHOOL HEALTH PERSONNEL IN THE DISTRICT FOR THE MONTH OF APRIL-MAY 2026

To: Assistant Schools Division Superintendents
Division Chiefs
Section Heads
Public Schools District Supervisors
Elementary and Secondary School Heads
School Health Personnel
All Others Concerned

1. In line with the continuous implementation of school health programs and to ensure the delivery of essential health services during the summer break, this Office announces the conduct of **Summer Activities for School Health Personnel** in all districts for the months of **April to May 2026**.
2. The summer activities aim to:
 - a. sustain the delivery of basic health services to the school populace;
 - b. conduct health assessments, referrals, and follow-up of identified cases;
 - c. prepare and organize medical and dental supplies, records, and reports for the upcoming School Year 2026–2027; and
 - d. strengthen coordination with local health units and stakeholders.
3. The following activities shall be undertaken during the implementation period:
 - a. Conduct an inventory of medicines, medical supplies, and equipment in school clinics;
 - b. Assist in the conduct of the Annual Physical Examination (APE) of teaching and non-teaching personnel in coordination with PhilHealth and other stakeholders;
 - c. Update and consolidate learners' health records, including Teachers and Non-Teaching Personnel (T&NTP) health records, and monitor medical referrals;

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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Contact No.s: (042) 784-0366 | (042) 784-0164 |
(042) 784-0391 | (042) 784-0321
E-mail Address: quezon@deped.gov.ph
Website: <https://quezon.deped.gov.ph>



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- d. Coordinate with Local Government Units (LGUs), Rural Health Units (RHUs), non-government organizations (NGOs), and hospitals for medical and dental services;
 - e. Conduct assessment of Water, Sanitation, and Hygiene (WinS) facilities and undertake baseline school health surveys;
 - f. Participate in trainings, seminars, conferences, and meetings conducted by the Central Office (CO), Regional Office (RO), Schools Division Office (SDO), and partner agencies relative to health and nutrition programs;
 - g. Develop Information, Education, and Communication (IEC) materials and prepare plans for Oplan Kalusugan sa DepEd (OK sa DepEd) and other health-related programs and campaigns;
 - h. Participate in health and safety preparations for Brigada Eskwela;
 - i. Render health support services for the SDO- and district-led activities;
 - j. Perform duty at the SDO Clinic, including documentation, recording, and filing of pertinent reports; and
 - k. Perform other related tasks as may be assigned, demonstrating professionalism, initiative, and a positive work attitude in the exigency of the service.
4. All School Health Personnel (nurses, dentists, and dental aides) are required to submit an **Accomplishment Report** aligned with the above activities on or before the 5th day of the succeeding month (May and June 2026 for April and May activities, respectively) to the School Health Section, SDO Talipan, Pagbilao, Quezon, using the prescribed Feedback Reporting Template.
5. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

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