



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

19 Aug 2025

DIVISION MEMORANDUM
No. 449, s. 2025

**ESTABLISHMENT OF LEARNER RIGHTS AND PROTECTION DESK DURING
THE CONDUCT OF THE SY 2025 - 2026 ATHLETIC MEET AND
OFF - CAMPUS ACTIVITIES**

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Public Schools District Supervisors
Public and Private School Heads
All Others Concerned

1. Relative to DepEd Memorandum No. OUOPS-2025-11-00521, this Office through the School Governance and Operations Division (SGOD), directs all public and private schools to establish a Learner Rights and Protection Desk (**LRPD**) in their respective schools during the conduct of the SY 2025 – 2026 sporting events, including regional, division, and school meets, as well as other off-campus activities such as the Festival of Talents (FOT) and the Schools Press Conference (SPC).

2. This aims to:

- a) Conduct consultation and coordination with the LRPD, appropriate school governance level, and concerned stakeholders to ensure the safety and protection of participating learners;
- b) Conduct psychological first aid;
- c) Provide immediate response to reported LRP incidents;
- d) Provide 4Rs of child protection (recognize, record, report, and refer);
- e) Conduct pre-orientation on the code of conduct for coaches, trainers, chaperones/guardians, including their roles and responsibilities in ensuring the protection of our learner-athletes; and
- f) Provide report to the regional office, Schools Division Office, and LRPD on the LRP incidents handled.

3. The Division LRPD Committee shall be composed of the following to oversee the operationalization of LRP Desk during sporting events, including regional, division, and school meets, as well as other off-campus activities such as the Festival of Talents (FOT) and the Schools Press Conference (SPC):

Chairperson	Rosemarie J. Gonzales	PDOI – Division LRP Focal
Vice - Chairperson	Leonisa B. Mercado	Registered Guidance Counselor – Taysan SHS



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Members	Sub Office LRP Focal	School Heads
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4. The School LRP Focal Person shall ensure the timely submission of the Activity Documentation Report relative to the conduct of the pre-orientation on the Code of Conduct for coaches, trainers, and chaperones/guardians. Said report shall highlight their roles and responsibilities in safeguarding learner-athletes, as well as include documentation of any LRP - related incidents that may have occurred during the event. For convenience, the report may also be submitted through a Google Drive link to be shared in the Official LRP Group Chat. Slide decks and other materials are available at the https://bit.ly/BatsProv_LRPDrive.
5. Moreover, the CPCs in schools are requested to convene as LRPD for their respective schools ensuring the safety of our learners in their playing venue.
6. This memorandum shall serve as the Travel Order of the LRPD Committee.
7. Travel Expenses of school personnel shall be charged to respective School MOOE / local funds while the Division LRP Focal shall be charged to Division MOOE subject to usual accounting and auditing procedures.
8. For further information, please contact Rosemarie J. Gonzales, PDO I – Division Youth Formation Coordinator / LRP Focal Person at rosemarie.gonzales004@deped.gov.ph.
9. Immediate dissemination of and compliance with this Memorandum are expected.

MARITES A. IBANEZ, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: DepEd Order No. 52 series 2015
DepEd Memorandum No. OUOPS-2025-11-00521
Regional Memorandum No. 93 series 2025

To be indicated in the Perpetual Index under the following subject:

Issuances : Division Memorandum

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