



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

June 22, 2026

DIVISION MEMORANDUM

No. 234, S. 2026

**REITERATION AND ENHANCEMENT OF SCHOOL SAFETY AND SECURITY MEASURES
TO PREVENT VIOLENCE AND ENSURE LEARNER WELFARE**

**TO: OIC Assistant Schools Division Superintendent
Chiefs, Functional Divisions
Education Program Supervisors
Public Schools District Supervisors / DICs
Heads, Public Elementary and Secondary Schools
All Others Concerned**

1. Pursuant to DepEd Order No. 40, s. 2012 (DepEd Child Protection Policy), DepEd Order No. 007, s. 2024, and considering recent unwholesome and violent incidents compromising school safety, this Office directs all schools to urgently intensify their campus security protocols.
2. To deter the entry of firearms, deadly weapons, and to mitigate any external threats, all School Heads are strictly required to enforce the following measures:
 - a. **Controlled Access:** Implement strict "No ID, No Entry" policies for visitors. All visitors must log in their names, surrender a valid ID, and be issued a visitor's pass.
 - b. **Bag and Body Inspections:** Conduct routine and mandatory bag inspections at school gates upon entry.
 - c. **Security Personnel Visibility:** Maximize the presence of security guards or designate watchmen at all entry and exit points.
 - d. **Community Coordination:** Establish immediate and open lines of communication with the City Government Unit of Calbayog, barangay officials, and the Calbayog City Philippine National Police (PNP) for regular patrols and immediate response to threats.
 - e. **Localized School Safety Plan:** Update and finalize localized school safety plans and contingency protocols for emergency situations.
3. Furthermore, School Heads must foster a safe environment by prioritizing the mental health and psychosocial well-being of learners. Teachers, Class Advisers and Guidance Counselors shall keep a close watch on students exhibiting behavioral changes and provide the necessary psychological first aid and counseling to them.
4. Public Schools District Supervisors (PSDS) shall conduct regular monitoring and evaluations to ensure that these safety protocols are strictly implemented across all schools.
5. Any suspicious individuals, dangerous circumstances, or untoward incidents must be reported immediately to the Division Office and the local authorities.
6. Immediate dissemination of and strict compliance with this Memorandum are highly directed.



MARGARITO A. CADAYONA JR., PhD, CESO VI
Schools Division Superintendent