



REPUBLIC OF THE PHILIPPINES  
REGION XII  
DIVISION OF SARANGANI  
SOUTH GLAN DISTRICT  
LEONARD YOUNG SR. NATIONAL HIGH SCHOOL



# CHILD PROTECTION POLICY *Handbook*





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**Vice chairperson**

**Representatives::**

Hon. Rosalito B. Gosanes  
**PTA President**

Hon. Teodorico C. Pagsiat Jr.  
**Chairman of the Committee  
on Education**

Benie S. Canja  
**Prefect of Discipline  
(Male)**

Ernilyn L. Makarunggala  
**Prefect of Discipline  
(Female)**

Azumi Aujieka T. Josue  
**SSLG President**

The CPC is responsible for drafting, implementing, and monitoring the school child protection policy with a code of conduct and plan to ensure child protection and safety. They ensure that the children's right to be heard are respected and upheld in all matters affecting their welfare. The CPC shall accomplish an intake sheet to assess both the victim and the offenders and report actions taken on the case.

LEONARD YOUNG SR. NATIONAL HIGH SCHOOL  
SENIOR HIGH SCHOOL DEPARTMENT

## SENIOR HIGH SCHOOL

# ANATOMY OF SCHOOL UNIFORM

**WHITE POLO**  
*The polo must have a black stripe at the edge of the collar and at the edge of the sleeves, a plain white t-shirt or sando must be worn underneath*

**NECK TIE**  
*Black neck tie should be at the center beneath the school ID*

**SCHOOL ID**  
*School ID must be placed in the center and worn everyday*

**BLACK SLACKS**

**WHITE SOCKS**

**BLACK SCHOOL SHOES**

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LEONARD YOUNG SR. NATIONAL HIGH SCHOOL  
SENIOR HIGH SCHOOL DEPARTMENT

## SENIOR HIGH SCHOOL

# ANATOMY OF SCHOOL UNIFORM

**WHITE BLOUSE**  
*The blouse must have a black stripe at the edge of the collar and at the edge of the sleeves*

**NECK TIE**  
*Black neck tie should be at the center beneath the school ID*

**SCHOOL ID**  
*School ID must be placed in the center and worn everyday*

**SKIRT**  
*Black top stitched pleated skirt with two white stripes at the edge, should be one inch above the knee and must be worn over the blouse*

**PANTYHOSE**  
*Black pantyhose must be worn*

**BLACK SCHOOL SHOES**

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## RATIONALE

The Department of Education aims to ensure that the special protection of every child from all forms of abuse and exploitation is properly given.

Thus Deped has adopted a policy to provide special protection to children who are gravely threatened or endangered by circumstances which affect their normal development and over-all performance in the school.

In support, the Leonard Young Sr. National High School has promulgated this child protection policy handbook that covers the localized policy to be implemented.

The upholding of our school on this policy shows its care for the children and the community especially the ones who could not protect themselves against oppressors.



## POLICY STATEMENT

Pursuant to the 1987 Constitution, the State shall defend the right of children to assistance, including proper care and nutrition, and special protection from all forms of neglect, abuse, cruelty, exploitation and other conditions prejudicial to their development (Article XV, Section 3 [2]).

The Constitution further provides that all educational institutions shall inculcate patriotism and nationalism, foster love of humanity, respect for human rights, appreciation of the role of national heroes in the historical development of the country, teach the rights and duties of citizenship, strengthen ethical and spiritual values, develop moral character and personal discipline, encourage critical and creative thinking, broaden scientific and technological knowledge, and promote vocational efficiency. (Article XIV, Section 3 [2]).

The Convention on the Rights of the Child (CRC) aims to protect children from all forms of physical or mental violence, injury and abuse, neglect or negligent treatment, maltreatment and exploitation, including sexual abuse. The same Convention establishes the right of the child to education, and with a view to achieving this right progressively, and on the basis of equal opportunity, it obliges the government to take measures to encourage regular attendance in school and reduce drop-out rates. Thus, it is mandated that all appropriate measures be undertaken to ensure that school discipline is administered in a manner consistent with the child's human dignity, and in conformity with the CRC.

Towards this end, the Department of Education (DepEd), in collaboration with its partners and stakeholders, shall ensure that all schools are conducive to the education of children. The best interest of the child shall be



LEONARD YOUNG SR. NATIONAL HIGH SCHOOL  
JUNIOR HIGH SCHOOL DEPARTMENT

# JUNIOR HIGH SCHOOL

## ANATOMY OF SCHOOL UNIFORM



- WHITE POLO**  
*A plain white t-shirt or sando must be worn underneath the polo*
- SCHOOL ID**  
*School ID must be placed in the center and worn everyday*
- SLACKS**  
*Khaki colored slacks with green stripe both sides*
- WHITE SOCKS**
- BLACK SCHOOL SHOES**

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LEONARD YOUNG SR. NATIONAL HIGH SCHOOL  
JUNIOR HIGH SCHOOL DEPARTMENT

# JUNIOR HIGH SCHOOL

## ANATOMY OF SCHOOL UNIFORM



- WHITE BLOUSE**  
*A blouse must be neat with checkered white and green stripes at the edge of the collar and at the edge of the sleeves, the ribbon should be tied properly*
- SCHOOL ID**  
*School ID must be placed in the center and worn everyday*
- PLEATED SKIRT**  
*Checkered white and green skirt should be two inches below the knee and should be worn beneath the blouse*
- WHITE SOCKS**
- BLACK SCHOOL SHOES**

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## ANATOMY OF SCHOOL UNIFORM



School Uniform holds several significant roles in educational environments. Aside from the fact that they serve as one of the identity of a particular institution, they also promote a sense of belongingness and equality among learners, as everyone wears the same attire regardless of their background. Uniform can instill a sense of discipline, foster a professional atmosphere and eliminate socio-economic differences based on clothing.

Overall, school uniforms contribute to a conducive learning environment by promoting unity, equality and focus.



the paramount consideration in all decisions and actions involving children, whether undertaken by public or private social welfare institutions, courts of law, administrative authorities, and legislative bodies, consistent with the principle of First Call for Children, enunciated in the CRC. Teachers and learning facilitators especially in learning centers are their substitute parents, and are expected to discharge their functions and duties with this in mind. In this connection, the Family Code empowers the school, its administrators and teachers, or the individual, entity or institution engaged in child care to exercise the special parental authority and responsibility over the child, while under their supervision, instruction or custody.

The Department recognizes that cases of abuse may arise as a result of the difficult situations faced by teachers and other officials within and outside school.

DepEd has adopted the policy to provide special protection to children who are gravely threatened or endangered by circumstances which affect their normal development and over which they have no control, and to assist the concerned agencies in their rehabilitation.

Furthermore, this Department aims to ensure such special protection from all forms of abuse and exploitation and care as is necessary for the child's well-being, taking into account the primary rights and duties of parents, legal guardians, or other individuals who are legally responsible and exercise custody over the child. DepEd recognizes the participatory rights of the child in the formulation and implementation of policies, and in all proceedings affecting them, whether they be victims or aggressors, either directly, or through a representative.

Accordingly, this Department reiterates a zero tolerance policy for any act of child abuse, exploitation, violence, discrimination, bullying and other forms of abuse, and hereby promulgates this Department Order.



The Department of Education promotes a zero-tolerance policy for any act of child abuse, exploitation, violence, discrimination, bullying and other forms of abuse.

## PRINCIPLES

Schools must be conducive to learning and children shall have the right to education free from fear.

All children shall be protected from all forms of abuse and bullying to develop self-esteem and self-confidence.

Schools shall advocate a positive and nonviolent mode of disciplining children to foster self-discipline and improve self-esteem.

Corporal punishment shall not be imposed of any child in school for the purpose of discipline, training or control.

Visitors and guests shall be oriented on the Child Protection Policy.

Schools shall take steps to prevent bullying and ensure that the appropriate interventions, counseling and other services are provided for the victims of abuse, violence, exploitation, discrimination and bullying.

Pupils, students or learners shall respect the rights of others and refrain from committing acts of bullying and peer violence.

Parents shall be actively involved in all schools activity or events that raise awareness on children's rights, positive discipline and the prevention of bullying.

All schools shall establish a Child Protection Committee

**KEEP OUR CHILDREN SAFE.  
KNOW THE CHILD PROTECTION POLICY**



and OTD (Outfit of the Day) that is seductive in side the campus

21. Displays affection with opposite sex in public
22. Uses eye liner, trims brows and heads and uses lip colors (refer to male students)
23. Underage driving and inappropriate parking of vehicles inside the school campus
24. Driving without license and a vehicle certificate of registration

## ACTION AND PENALTY

### 1<sup>ST</sup> Offense:

**Written warning with parent's notice.**

### 2<sup>ND</sup> Offense:

**Discipline with parent's information and consent.**

### 3<sup>RD</sup> Offense:

**Advice to transfer to other school.**





5. Does not practice Republic Act 9003 “MAG SEGREGATE”
6. Wears fashion bandanas and sunglasses during class hours
7. Entering or peeping classrooms during class hours
8. Playing during class hours except P.E. time
9. Absent to class or cutting class due to computer addiction, videoke and other related entertainment
10. Destroys school property
11. Tampers official signatures or school document
12. Dishonest and cheats during examinations, steals or any act of thief
13. Threatens or bullies fellow students or any school authority or inflicts physical injury to others
14. Verbally or physically assaults a person or jumps over the fence
15. Wears earrings (among male students)
16. Use offensive, malicious, indecent or profane words
17. Fighting and inciting fight or trouble
18. Brings cell phones and other electronic gadgets that disturb classes
19. Habitually wears colored T-shirt not accepted as school uniform inside the campus
20. Wears skirt above the knees, tattered pants, sleeveless



## DEFINITION OF TERMS

### Violence against children



VAC is a single act or a series of acts committed by school administration, academic and non-academic personal against a child, which result in physical, sexual, psychological harm or suffering, or other abuses including threats of such acts, battery, assault, coercion, harassment or arbitrary deprivation of liberty. It includes, but is not limited to, the following acts, physical violence, sexual violence, and psychological violence.

### Corporal punishment



A kind of punishment or penalty imposed for an alleged, for the purpose of discipline, training, or control by a teacher, school administrator, an adult, or any other child, who has been given or has assumed authority or responsibility for punishment or discipline. It includes physical, humiliating or degrading punishment.

### Bullying



The policy defines bullying as willful aggressive behavior that is directed towards a particular victim who may be outnumbered, younger, weak, with disability, less confident, or otherwise vulnerable. It includes cyber-bullying.

### Positive and non-violent discipline



CCP defines ‘positive discipline’ as a way of thinking and a holistic, constructive and proactive approach to teaching that helps children develop appropriate thinking and behavior in the short and long term and fosters self-discipline. It is based on the fundamental principle that children are full human beings with basic human rights.

### Physical Violence



This refers to acts that inflict bodily or physical harm. It includes assigning children to perform tasks which are hazardous to their physical well-being.

### Sexual Violence



This refers to acts that are sexual by nature such as rape, sexual harassment, acts of lasciviousness, making demeaning and sexual suggestive remarks, physical attacking the sexual parts of the victim's body, forcing a child watch obscene publications and indecent shows, engaging in sexual activity with a child by force, threat of force, threat of physical or other harm.

### Psychological Violence



This refers to act of omissions causing or likely to cause mental or emotional suffering of the child, such as but not limited to intimidation, harassment, stalking, damage to property, public ridicule or humiliation, deduction or threat of deduction from grade or merit as a form of punishment and repeated verbal abuse.

### Child Exploitation



This refers to the use of children for someone else advantage, gratification or profit often resulting in the unjust, cruel and harmful treatment of the child. This activities disrupts the child's normal physical or mental health, education, moral or social emotional development. It covers situation of manipulation, misuse, abuse, victimization, oppression or ill-treatment

### Discrimination against Children



This refers to the act of exclusion, distinction, restriction or preference base on the child's age, ethnicity, sexual orientation and gender identity, language, religion, political or other opinion, body condition, illness and etc. which has the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise by all persons on an equal footing of all rights and freedom.

### MAJOR OFFENSES

1. Uses, possesses, or involve in selling dangerous or prohibited drugs
2. Smokes inside and outside (50m away) from the school campus during school days
3. Involves in gambling in any form during school days.
4. Involves in immoral conduct
5. Organizes/Joins membership in illegal gangs or active ties contrary to the school thrust
6. Reports to school and attend classes under the influence of liquor
7. Gross disrespect to teachers and other school officials and other persons in authority
8. Brings and uses or involves in selling of deadly weapon or explosive inside the campus

### MINOR OFFENSES

1. Always absent from the class, shouts and makes unnecessary noise during class hours
2. Is not in prescribed haircut and applies inappropriate hair dye or highlights
3. Borrows and tampers ID and litters in and outside the classroom
4. Applies inappropriate nail polish



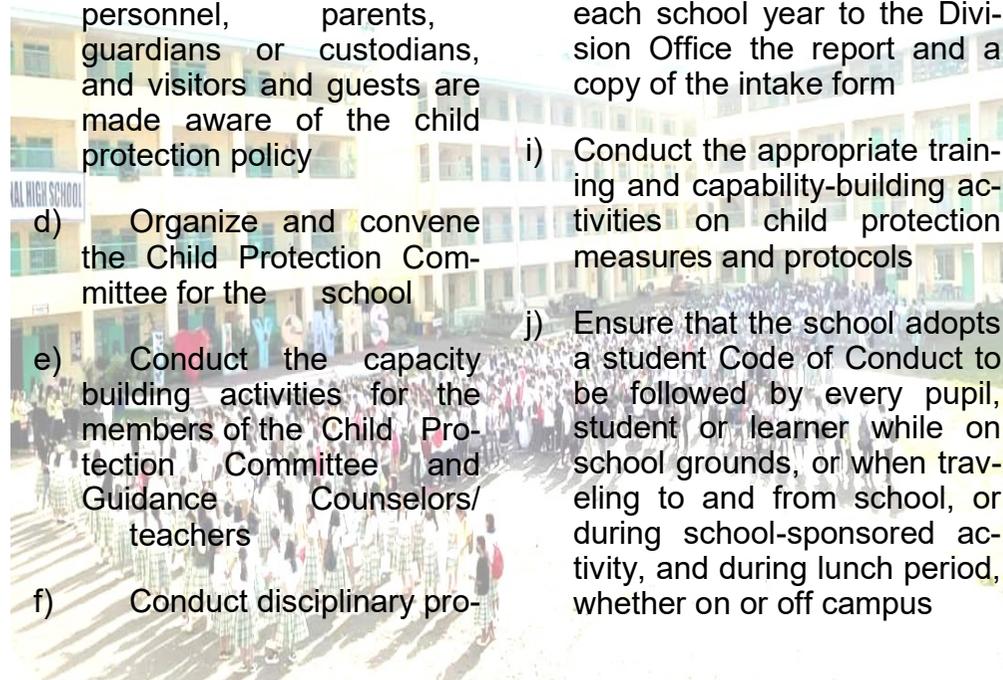
# CODE OF CONDUCT FOR STUDENTS

Leonard Young Sr. National High School's Child Protection Committee (CPC) specifies every major and minor offenses that may be committed by the students as well as the penalties and actions to be taken to address these matters for the safer learning environment as one of the principles of DepEd's Child Protection Policy.



## DUTIES AND RESPONSIBILITIES OF THE SCHOOL

- a) Ensure the institution of effective child protection policies and procedure, and monitor compliance thereof
- b) Ensure that the school adopts the child protection policy
- c) Ensure that all pupils, students or learners, school personnel, parents, guardians or custodians, and visitors and guests are made aware of the child protection policy
- d) Organize and convene the Child Protection Committee for the school
- e) Conduct the capacity building activities for the members of the Child Protection Committee and Guidance Counselors/teachers
- f) Conduct disciplinary proceedings in cases of offenses committed by pupils, students or Learners
- g) Ensure that the participatory and other rights of children are respected and upheld in all matters and procedures affecting their welfare
- h) Maintain a record of all proceedings related to bullying or peer abuse and submit after each school year to the Division Office the report and a copy of the intake form
- i) Conduct the appropriate training and capability-building activities on child protection measures and protocols
- j) Ensure that the school adopts a student Code of Conduct to be followed by every pupil, student or learner while on school grounds, or when traveling to and from school, or during school-sponsored activity, and during lunch period, whether on or off campus





- k) Adopt such conflict resolution mechanisms that respect the rights of indigenous peoples, provided that they conform to the Child Protection Policy and they uphold the rights of the child
  - l) Coordinate with the other offices and other agency or instrumentality for appropriate assistance and intervention, as may be required in the performance of its functions
  - m) Coordinate with the Department of Social Welfare and
- Development or, the appropriate government agencies or non-governmental organizations on a Child Protection Hotline for reporting abuse, violence, exploitation, discrimination, bullying and other similar acts and for counseling
- n) Ensure that all incidents of abuse, violence, exploitation, discrimination, bullying and other similar acts are addressed in accordance with the provisions of the Child Protection Policy.

**POLICIES AND PROCESSES**

- 1** All acts of violence and abuse against children including bullying, exploitation, discrimination and etc. shall be reported to the advisers/teachers.
- 2** The teachers shall in turn inform the parents of the pupil concerned and a meeting shall be held for that purpose.
- 3** If the case is beyond the control of the adviser/teacher as the mediator, or if one of the offender is a teacher, the case shall be discussed in school's guidance office with the guidance counselor / school head, parents and the persons involved.
- 4** The student shall be referred to the child protection committee for consulting and other interventions.



- 5** The school may impose non-positive measures in accordance with the principles of positive and non-violent discipline.
- 6** Positive measures will be a last resort



**THE DEPARTMENT OF EDUCATION IS AT THE CENTER OF EFFORTS TO PROTECT CHILDREN FROM ALL FORMS OF VIOLENCE IN ALL PRIVATE AND PUBLIC PRIMARY AND SECONDARY SCHOOLS.**

**VISIT THE DEPED WEBSITE TO LEARN MORE ABOUT THE DEPED ORDER NO. 40, S. 2012.**