



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SAN JOSE DEL MONTECITY
PARTIDA ELEMENTARY SCHOOL

Office of the Principal

March 17, 2021

SCHOOL MEMORANDUM

No. 8, s. 2021

EARLY REGISTRATION FOR SY 2021-2022

1. Attached is DepEd Memorandum No. 8 s. 2021 and Schools Division Memorandum No. 92, s. 2021 on the conduct of the early registration from March 26 to April 30, 2021, for information, reference and guidance.
2. Also, attached is enclosure 1 for the Contingency Plan/Measures for Early Registration.
3. Immediate and wide dissemination of this Memorandum is desired.


CAROLYN W. OLIVEROS
Principal I



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REGION III
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March 8, 2021

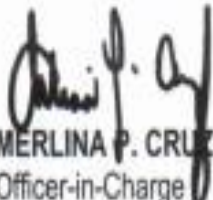
SCHOOLS DIVISION MEMORANDUM
No. 092, s. 2021



EARLY REGISTRATION FOR SY 2021-2022

To: SDO Personnel
Public and Private Elementary and Secondary Schoolheads
All Others Concerned

1. Attached is DepEd Memorandum No. 8, s. 2021, on the conduct of Early Registration from March 26 to April 30, 2021, for information, reference and guidance.
2. Schoolheads shall submit Plans and Contingency Measures for Early Registration to their respective Public Schools District Supervisors (PSDSs). The PSDSs shall submit the Plans and Contingency Measures for Early Registration on or before March 16, 2021.
3. Immediate and wide dissemination of this Memorandum is desired.


MERLINA P. CRUZ PhD, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent



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08 MAR 2021

DepEd MEMORANDUM
No. **008** s. 2021

**DEFERMENT OF THE CONDUCT OF EARLY REGISTRATION
FOR SCHOOL YEAR 2021-2022**

To: Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Given the major changes in the school calendar for School Year (SY) 2020-2021 where the start of school year was moved from June to October 2020, the conduct of early registration for SY 2021-2022 is deferred to **March 26 to April 30, 2021**.
2. As stipulated in DepEd Order (DO) No. 03, s. 2018 or the *Basic Education Enrollment Policy*, all incoming Kindergarten, Grades 1, 7, and 11 learners in all public elementary and secondary schools shall pre-register to allow the Department to make necessary preparations and adjustment of plans for the incoming SY. Grades 2-6, 8-10 and 12 are considered pre-registered and will not need to participate in the early registration. Private schools are encouraged to conduct their respective early registration activities on the same timeframe.
3. In the context of the prevailing COVID-19 public health emergency, the conduct of early registration shall be done remotely in areas under General Community Quarantine (GCQ). In-person registration through parents or guardians may be allowed in areas under Modified General Community Quarantine (MGCQ) provided physical distancing and health and safety protocols are strictly observed.
4. School authorities of public and private schools are mandated to strictly implement the Kindergarten cut-off age under DO 020, s. 2018.
5. For more information, please contact the **Planning Service-Education Management Information System Division**, 2nd Floor, Teodora Alonzo Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at ps.emisd@deped.gov.ph.
6. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary



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CONTINGENCY PLAN FOR THE EARLY REGISTRATION FOR SY 2021-2022

NO.	Objectives	INPUTS			TIMELINE	SUCCESS INDICATOR
		Activities	Human Resource	Material Resource		
1	<i>Create an Enrollment Committee who will be responsible for actions regarding enrollment</i>	<ul style="list-style-type: none">• Creation of Enrollment Committee	<ul style="list-style-type: none">• School head• Grade Leaders	<ul style="list-style-type: none">•	March 17, 2021	<ul style="list-style-type: none">• Creation of Enrollment Committee
1	<i>To inform parents and the community of the Early Registration for SY 2021-2020 pursuant to DepEd Memo No. 8 s. 2021 and Schools Division Memo No. 92, s. 2021</i>	<ul style="list-style-type: none">• Posting an announcement about the early registration in public places such as Barangay Hall, School, Day Care Center etc.• Promotion of early registration thru social media such as school fb page, messenger.• Distribution of brochures about early registration during the distribution of modules	<ul style="list-style-type: none">• School head,• Teachers• Parents,• Brgy. officials and other stakeholders	<ul style="list-style-type: none">• Brochure• Tarpauline	March 17, 2021	<ul style="list-style-type: none">• Well informed parents/community about the Early Registration• Number of responses/enrollees



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II	<i>To ensure that all entrants for Kindergarten and Grade One Learners are registered</i>	<ul style="list-style-type: none">• Remote Early Registration• Online Registration	<ul style="list-style-type: none">• School head,• Teachers• Parents,• Brgy. officials and other stakeholders	<ul style="list-style-type: none">• Enrollment Form	March 26 to April 30, 2021	<ul style="list-style-type: none">• Increased number of registered enrollees.
III	<i>To ensure the accuracy of the report for daily enrolment status.</i>	<ul style="list-style-type: none">• Create daily monitoring tool for the <i>accuracy of the</i> report for daily. enrolment status.• Teachers submit accurate report on the pupils enrolled per day using the monitoring tool.	<ul style="list-style-type: none">• School head,• Teachers	<ul style="list-style-type: none">• Daily Monitoring Tool	March 26 to April 30, 2021	<ul style="list-style-type: none">• Daily Reporting of pupils' enrolled/registered
IV	To strictly adhere to health protocols set by the IATF and Local Government during the	<ul style="list-style-type: none">• Implementation of the minimum standard health protocols like:	<ul style="list-style-type: none">• School head,• Teachers• Parents,		March 26 to April 30, 2021	<ul style="list-style-type: none">• Accomplished Health Declaration Form



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	conduct of early registration. (Physical Registration)	No Facemask/Face Shield, No Entry Policy Temperature check before entering school premises Availability of alcohol or sanitizer and footbaths No Sharing of ballpen Policy Maintaining physical distancing Filling Out health declaration form Providing desk with plastic barriers for the safety of teachers and parents and Regular School Disinfection	<ul style="list-style-type: none"> • Health Coordinator 			<ul style="list-style-type: none"> • No Reported Cases of CoVid-19 acquired in School • Strict implementation of the Minimum Standard Health Protocols
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Prepared:


CAROLYN W. OLIVEROS

Principal I

Date: March 16, 2021

Approved:

MERLINA P. CRUZ PhD, CESO VI
 Officer-in-Charge
 Office of the Schools Division Superintendent

Date: _____



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