March 12, 2020

MEMORANDUM TO:

OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Elementary and Secondary School Heads
Public Schools

In compliance to the attached issuance of Department of Education through a press release dated March 11, 2020, all schools are enjoined to submit their
4th Quarter Exam schedule which should be administered from March 16 to 20, 2020
through the CID Office not later than March 13, 2020.

Compliance to all other provisions in the said issuance is expected.

Immediate and wide dissemination of this Memorandum is desired.

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent
PASIG CITY, March 11, 2020 — To contribute to government efforts to contain and mitigate the spread of COVID-19, the Department of Education (DepEd) issued on Tuesday social distancing measures in schools, particularly with regard to the fourth quarter examination and moving up and graduation rites for School Year 2019-2020.

DepEd will conduct the 4th Quarter Examination on a staggered basis in the week of March 16-20, in all public schools in NCR to reduce the number of students in the school per day.

All teachers, with the supervision of the Regional, Schools Division and School officials, are instructed to communicate with their students on pointers for review for examination, they may opt to work from home in doing this.

For public schools outside NCR, teachers are directed to use the next three days (March 11 to 13) for any 4th Quarter Examinations already scheduled, or to catch up with all remaining class requirements, and to schedule all remaining 4th Quarter Examinations for the week of March 16 to 20 on a similar staggered
Learners in and outside NCR should go to school next week on the day of their respective examination schedules only.

After the conduct of the 4th Quarter Examinations, any further school requirements should be home-based assignments, while any compelling need for the learners to come to school must observe all applicable COVID-19 precautions.

The Department will also issue a guideline for the evaluation of the final grades of all learners should the ongoing public health situation prevent learners from coming to school.

**On moving up and graduation rites**

DepEd elected to give the discretion to each school to choose the date for the holding of their rites within the week of April 13-17, 2020, taking into consideration the applicable guidelines by the DOH, especially on mass gatherings.

Secretary Leonor Magtolis Briones reminded that the directives are precautionary in nature, and could only be more effective if people will cooperate and do their share.

"These social distancing measures for schools will only be effective if students, parents, and the local governments will do their part in ensuring that students avoid places like malls, movie houses, markets, and similar crowded places," Secretary Briones added.

Private schools in the basic education level are highly encouraged to adopt the above guidelines for the remaining period of the school year.

DepEd will continue to closely monitor the situation and will take informed, coordinated and proportionate decisions, in close consultation with DOH and other members of the IATF, to contribute to the government’s efforts to address the challenges of containing and managing COVID-19.

END

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