



DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OFFICE

NEGROS ORIENTAL

Flourishing the Paths to Educational Excellence

July 22, 2016



Division Memorandum

No. 442 s, 2016

**CLARIFICATION ON ENROLMENT PROCEDURES OF CHILDREN ENTERING
KINDERGARTEN AND GRADE 1 IN THE PUBLIC SCHOOLS as stipulated in
DepEd Order No. 47, s. 2016
"Omnibus Policy on Kindergarten Education"**

To : Chiefs, CID & SGOD
Division Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/District In-Charge
Public Elementary School Heads
Public Elementary School Teachers


1. This office hereby clarifies to the field the enrolment procedures of children entering Kindergarten and Grade 1 in the public schools per DepEd Order No. 47, s. 2016 entitled "OMNIBUS POLICY ON KINDERGARTEN EDUCATION."
2. Roman Numeral VI, of the said DepEd Order on Enrolment Procedures clearly stipulates that *"age qualification for Kindergarten learners in public schools should be five (5) years old by June 1 of every school year per DepEd Order No. 16, s. 2015. However, the school may consider learners entering Kindergarten who will turn five (5) years old by the end of August on the condition that the Philippine Early Childhood Development (ECD) Checklist must be administered to the learner to ensure that the learner is capable of meeting the expectations of the grade level."*
3. Hence, it is recommended that only those children turning five (5) years old by the end of August shall be subjected to assessment should they be recommended for enrolment to Kindergarten to the office of the Schools Division Superintendent.
4. Likewise only children who have completed DepEd-accredited Kindergarten programs are eligible for Grade 1, still according to DepEd Order No. 47, s. 2016. *"Children who are six years old and above who have not completed Kindergarten due to difficult circumstances and/or extreme poverty will have to complete the Kindergarten Catch-Up Education Program (KCEP). At the end of the KCEP, teachers will have to assess the learners using the Philippine ECD checklist, and report the learner's performance by accomplishing the Kindergarten Progress Report. These documents will have to be turned over to the learner's Grade 1 teacher upon enrolment. The results of the assessment will be used by the Grade 1 teacher to design or modify instruction to meet the learner's specific needs."*
5. In cases where children entering Grade 1 completed alternative Kindergarten programs in learning centers or schools not sanctioned by the Department of Education like non-DepEd accredited

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learning centers offering Kindergarten, day care centers offering Kindergarten including those home schooled students must undergo a validating test administered by the Bureau of Education Assessment in the DepEd Central Office. While the above-quoted DepEd Order suggests that the SDOs may request a representative from the BEA to administer the validating test in their respective SDOs, **it is strongly recommended that the schools concerned will automatically advise the parents of the Grade 1 enrollees to enroll their children in Kindergarten Classes effective today.**

6. Further, it is also suggested that parents must be advised not to enrol their children in non-DepEd accredited schools to avoid similar issues in the future.

7. For everybody's guidance and appropriate action.


LELANIE T. CABRERA, CESE
Asst. Schools Division Superintendent
Officer In-Charge
07/25/16