



Republic of the Philippines  
**Department of Education**  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division Superintendent

APR 28 2023

**DIVISION MEMORANDUM**

NO. 174, s. 2023

**UNDERSTANDING CHILD TRAUMA: FACILITATORS TRAINING ON THE CONDUCT  
OF OPERATION SAFE (A PSYCHO-SOCIAL RESPONSE TO CHILDREN IN  
EMERGENCIES)**

To: OIC-Asst. Schools Division Superintendent  
Chiefs, CID and SGOD  
Public Schools District Supervisors  
Public & Private Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to DepEd Order No. 40, s. 2012 titled DepEd Child Protection Policy, this Office, through the Youth Formation and Development Unit, shall conduct the Understanding Child Trauma: Facilitators Training on the Conduct of Operation SAFE (A Psycho-social Response to Children in Emergencies) on May 3 - 4, 2023 at the Old Conference Hall, Gabaldon Building, Schools Division Office of Kabankalan City.
2. The training aims to:
  - a. deepen participants' knowledge on the trauma caused by natural and human-induced disasters to children and capacitated each to provide appropriate intervention/s to children in emergencies;
  - b. organize a pool of Operation SAFE (OpSAFE) facilitators that are ready to be mobilized to conduct OpSAFE or psycho-social camps to children and young people in disaster-stricken communities; and
  - c. inform schools and communities on the provision of safe spaces to children and young people during and after each disaster.
3. The participants to this training are the Child Protection Coordinators from both public and private schools are as follows:
  - 15 Child Protection Coordinators from Elementary Schools (3 per District)
  - 15 Child Protection Coordinators from Secondary Schools (3 per District)
  - 10 Child Protection Coordinators from Private Schools
4. Enclosed in this Memorandum is the Training Matrix (Enclosure No. 1) for reference and guidance of all concerned.

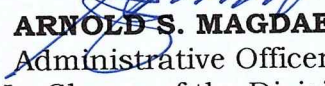


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5. The School Heads of the participating schools shall take full responsibility in ensuring compliance to DepEd Order No. 9, s. 2005 titled Instituting Measures to Increased Engaged Time-On Task and Ensuring Compliance Therewith.
6. Travel and incidental expenses incurred in participating to this activity are chargeable against the School MOOE/Local Funds subject to availability and to the usual accounting and auditing rules and regulations.
7. For further details and concerns, contact Gerald B. Tampico, Project Development Officer I, through messenger (Gerald Bigol Tampico).
8. Widest dissemination of and compliance with this Memorandum are desired.

  
**ARNOLD S. MAGDAET**  
Administrative Officer V  
In-Charge of the Division



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Enclosure No. 1 to Division Memorandum No. 174, s. 2023

TRAINING MATRIX

Date	Activity	Expected Output	Methodology	Person Responsible
May 3, 2023 / Day 1				
7:30 – 8:00 AM	Arrival and Registration	<ul style="list-style-type: none"><li>Participants arrived on time and are registered.</li></ul>		In-Charge of the Registration
8:00 – 9:00 AM	Opening Program *National Anthem *Prayer *DepEd Regional and Division Hymn *Reflection of the Day *Rationale of the Training / Levelling of Expectations *Acknowledgement of the Participants and Training Team *Words of Welcome	<ul style="list-style-type: none"><li>Training is formally opened or started,</li><li>Expectations of the participants are checked vis-à-vis Training Rationale.</li></ul>	Plenary Session	In-Charge of the Program and YFD Officers
9:00 – 9:45 AM	Introductory Session on OperationSAFE and the Module	<ul style="list-style-type: none"><li>Participants understand the OperationSAFE and the module.</li></ul>	Plenary Session	Pastor Jonathan Wilson and ACMN Team
9:45 – 10:00 AM	Health Break and Morning Snacks	<ul style="list-style-type: none"><li>Each participant is provided with snacks and a needed health break.</li></ul>		YFD Officers
10:00 – 11:00 AM	Understanding Child Holistic Development	<ul style="list-style-type: none"><li>Participants enhanced knowledge on the holistic development of children and youth.</li></ul>	Plenary Session and Workshop	Pastor Jonthan Wilson and ACMN Team
11:00 – 12:00 NN	Discovering Children's Situations and their Trauma	<ul style="list-style-type: none"><li>Participants deepened their understanding on the situations that traumatized children and young people,</li></ul>	Plenary Session and Small Group Discussion	Pastor Jonathan Wilson and ACMN Team
12:00 – 1:30 PM	Lunch Break	<ul style="list-style-type: none"><li>Each participant is provided with lunch.</li></ul>		YFD Officers
1:30 – 3:00 PM	Creating Child Friendly Spaces	<ul style="list-style-type: none"><li>Participants acquired knowledge and skills on the creating child-friendly during and in the aftermath of the disaster,</li></ul>	Plenary Sharing and Discussion	Pastor Jonathan Wilson and ACMN Team
3:00 – 3:15 PM	Health Break / Afternoons Snacks	<ul style="list-style-type: none"><li>Each participant is provided with snacks and a needed health break.</li></ul>		YFD Officers
3:15 – 4:45 PM	Discussion and Workshop on OperationSAFE	<ul style="list-style-type: none"><li>Participant to know what is a safe place for children and to</li></ul>	Plenary Session and Workshop	Pastor Jonathan







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	Module 1 – “I am Not Alone”	work with other adults to create a safe and trusting community for children.		Wilson and ACMN Team
4:45 – 5:00 PM	Day Evaluation and Closing	<ul style="list-style-type: none"><li>Participants share their learning for day and are debrief.</li></ul>	Plenary Session	YFD Officers
May 4, 2023 / Day 2				
7:30 – 8:00 AM	Arrival and Registration	<ul style="list-style-type: none"><li>Participants arrived on time and are registered.</li></ul>		In-Charge of the Registration
8:00 – 8:45 AM	Management of Learning	<ul style="list-style-type: none"><li>Review the process undergone on Day 1 and gathered relevant learning of the participants.</li></ul>	Plenary Session	In-Charge of the Program and YFD Officers
8:45 – 10:00 AM	Discussion and Workshop on OperationSAFE Module 2 – “Everyone Is Important”	<ul style="list-style-type: none"><li>Participants acquired the attitude and skills of listening to children’s stories, hopes and dreams, and maintain confidentiality.</li></ul>	Plenary Session and Workshop	Pastor Jonathan Wilson and ACMN Team
10:00 – 10:15 AM	Health Break and Morning Snacks	<ul style="list-style-type: none"><li>Each participant is provided with snacks and a needed health break.</li></ul>		YFD Officers
10:15 – 12:00 AM	Discussion and Workshop on OperationSAFE Module 3 – “Follow and Believe”	<ul style="list-style-type: none"><li>Participants acquire knowledge and skills in creating a trusting relationship with children and insights on becoming an effective mentor.</li></ul>	Plenary Session and Workshop	Pastor Jonathan Wilson and ACMN Team
12:00 – 1:30 PM	Lunch Break	<ul style="list-style-type: none"><li>Each participant is provided with lunch.</li></ul>		YFD Officers
1:30 – 3:00 PM	Discussion and Workshop on OperationSAFE Module 4 – “Be Strong and Courageous”	<ul style="list-style-type: none"><li>Participants acquire skills in building children’s resilience and self-confidence.</li></ul>	Plenary Session and Workshop	Pastor Jonathan Wilson and ACMN Team
3:00 – 3:15 PM	Health Break / Afternoons Snacks	<ul style="list-style-type: none"><li>Each participant is provided with snacks and a needed health break.</li></ul>		YFD Officers
3:15 – 4:30 PM	Discussion and Workshop on OperationSAFE Module 5 – “You Are Loved”	<ul style="list-style-type: none"><li>Participants acquire skills in developing a loving community for children.</li></ul>	Plenary Session and Workshop	Pastor Jonathan Wilson and ACMN Team
4:30 – 5:00 PM	Training Evaluation and Closing Program	<ul style="list-style-type: none"><li>Participants share their impressions for the entire training.</li></ul>	Plenary Session	YFD Officers

