



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

SCHOOL ADVISORY

No. 001 s. 2023

To: School Parent Teacher Association Officers, HRPTA Officers and Parents

From: *diya*
DIANALYN A. PALAGANAS, PhD
School Principal II

Subject: Consultative Meeting on OFF CAMPUS Activity.

Date: March 03, 2023

Relative to [DepEd Memorandum No. 529, s. 2009 – Reminder on Policy on Educational Trips. DepEd Order No. 87, s. 2003 – Reiterating the Provisions of DepEd Order No. 52, s. 2003 (Policy on Educational Field Trips). DepEd Order No. 52, s. 2003 – Policy on Educational Field Trips (Supplemental to DECS Order No. 56, s. 2001 and DepEd Order No. 5, s. 2022). DepEd Order No. 56, s. 2001 – Policy on Educational Field Trips (Supplemental to DECS Order No. 56, s. 2001 and DepEd Order 51, s. 2002)], Kaypian Elementary School will hold a consultative meeting on March 07, 2023, 9:00am at Music Room.

With the following agenda;

1. Reiteration of DepEd Orders as reference and guidance.
2. Security and safety during off campus activity.
3. Advantage of off campus activity as part of learning.

Attached are different DepEd Orders for the other details.

For guidance and information.

SECUREd KaypESians
Strengthening and Ensuring
Commitment of the Unified and
Resilient Stakeholders in Achieving Quality Education



Kaypian Elementary School

School ID: 107157

Kaypian Road Barangay Kaypian, San Jose del Monte City 3023

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Official Website: www.kaypes.weebly.com





Office of the Undersecretary

DEC 16 2009

DepEd MEMORANDUM
No. 529 , s. 2009

REMINDER ON POLICY ON EDUCATIONAL FIELD TRIPS

To : All Regional Directors
Schools Division/City Superintendents
Chief of Division
Heads, Public and Private Elementary and Secondary Schools

1. In view of financial difficulties of Filipino families as a result of the global financial crisis and the recent calamities, this Office reiterates the existing policy on Educational Field trips under DepED Order No. 52, s. 2003 "*Policy on Educational Field Trips*" (*Supplemental to DECS Order No. 56, s. 2001 and DepED Order No. 51, s. 2002*), which are self explanatory. This shall also apply to similar activities, e.g. film viewings, educational fairs and exhibits, etc. Enclosed is a copy of DepEd Order No. 52, s. 2003.
2. Strict compliance of all heads of public and private elementary and secondary schools is directed.
3. Immediate and wide dissemination of this Memorandum is desired.

R. C. Bacani
RAMON C. BACANI
Undersecretary

Encl.: As stated

References: DepEd Order No. 52, s. 2003
DepEd Order No. 51, s. 2002
DECS Order No. 56, s. 2001

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

POLICY
PUPILS
SAFETY EDUCATION

STUDENTS
VISIT



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DepEd ORDER
No. 52 s. 2003

JUN 23 2003

POLICY ON EDUCATIONAL FIELD TRIPS
(Supplemental to DECS Order No. 56, s. 2001 and DepEd Order No. 51, s. 2002)

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
District Supervisors
Heads, Public and Private Elementary and Secondary School Principals

1. With reference to field trips and other forms of outing, the following guidelines are being issued in addition to those contained in DECS ORDER No. 56, s. 2001 and DepEd Order No. 51, s. 2002 (copies enclosed);

- ✓ a. No field-trip should be undertaken without the written consent of the parents, or student's guardians;
- b. Where a majority joins the field trip, there should be no punitive measures or activities such as tests related to the trip, that will put the students who could not join the field trip at a disadvantage. They should be given activities in school to compensate for their inability to join the field trip;
- c. The field trip should be well planned ahead of time with the students, so that they know exactly what to look for in the field trip. Safety measures should be discussed before the field trip;
- d. Places to visit should be educational places, such as cultural and historical sites or science exhibits in museums which complement or supplement classroom lessons;
- e. Trips to malls and attendance at noon time TV shows, especially during class hours are discouraged;
- f. As much as possible, field trips should not put an additional financial burden on the parents. Possible sponsors or other sources can be tapped for the purpose; and
- g. Attention is called to the other provisions of the previous DepEd Orders on field trips which still hold true.

2. Immediate dissemination of and compliance with this Order is directed.



EDILBERTO C. DE JESUS
Secretary

Encls.: As stated

References: DECS Order: (No. 56, s. 2001 and DepEd Order: No. 51, s. 2002)

Allotment: 1—(D.O. 50-97)

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SallyDepEdOrderField Trips
6-10-03



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December 20, 2001

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DEP. ED. ORDER
No. 56, s. 2001

POLICY ON EDUCATIONAL FIELD TRIPS

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
Public Elementary and Secondary School Principals

In view of queries on the holding of field trips by public schools in the light of the policy of no collection of fees during enrolment, the following clarification is being made:

1. This Office has not issued any circular banning the holding of educational field trips by public schools.
2. Educational field trips can supplement classroom instruction. But this depends on the places visited, i.e. cultural, historical and scientific interest such as the National Museum, Museo Pambata, provincial/local museums, Science Centrum, Planetarium, zoological/botanical gardens, historical sites/shrines, model manufacturing or technological firms or scientific sites.
3. Recognizing, however that such trips involve certain monetary costs which may be unaffordable to students coming from poor families and who therefore are not able to join, teachers should refrain from conducting tests based on these field trips. Should it be decided that tests will be held based on these field trips, students who were unable to join such trips should not be penalized; they shall be given special tests or assignments as substitutes for not joining the field trip.
4. School heads are encouraged to tap external sources such as local government units, civic organizations and PTCAs to help fund educational field trips and arrange for group or student discounts in order to reduce the burden on students.
5. Those responsible for organizing the field trips should secure the consent of parents for their children to join the field trip since the children are under the stewardship of the school. *n*

(Enclosure No. 2 to DepEd Order No. 52, s. 2003)



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No. 51 s. 2002

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OCT 25 2002

POLICY ON EDUCATIONAL FIELD TRIPS
(Supplement to DepEd Order No. 56 s. 2001)

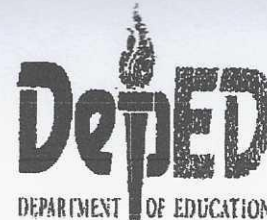
To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
District Supervisors
Public and Private Elementary and Secondary School Principals

In light of the recent vehicular accident in Isabela resulting in the death of several elementary schoolchildren who went on an educational field trip, the following guidelines are being issued in addition to those contained in DepEd Order No. 56 s. 2001 (copy attached):

1. Written consent from parents of schoolchildren joining the field trip should always be secured.
2. School teachers should always accompany the schoolchildren from the time they assemble for the field trip up to the time they leave for their respective homes. Parent volunteers should also be encouraged to join the field trip to help in looking after the schoolchildren.
3. The principal or teacher responsible for organizing the field trip should select the safest means of transportation. Passengers should be loaded into the vehicle in accordance with the maximum passenger capacity. Schoolchildren should not be allowed to ride on the roof of motor vehicles or on the boarding platform ("sabit").
4. Drivers should be advised to drive with extreme care considering the number of schoolchildren-passengers. Furthermore they should be advised against taking any alcoholic drinks for the entire duration of the field trip.
5. If the field trip involves swimming or some other recreational activity or sport after the visit to the places of interest, teachers (or lifeguards in the case of swimming) should be strategically stationed to watch over the schoolchildren.
6. To the extent that resources would allow, the school principals or teachers should arrange for optional accident insurance coverage for the schoolchildren who will join the field trip.



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DEC 15 2003

DepED ORDER

No. 87, s. 2003

REITERATING THE PROVISIONS OF DEPED ORDER NO. 52, S. 2003
(Policy on Educational Field Trips)

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
District Supervisors
Heads, Public and Private Elementary and Secondary Schools

1. This Office hereby reiterates its policies on educational field trips as stated in DepED Order No. 52, s. 2003 (copy enclosed).
2. Compliance of all heads of public and private elementary and secondary schools is directed.

EDILBERTO C. DE JESUS
Secretary

Reference:

DepED Order: (No. 52, s. 2003)

Allotment: 1—(D.O. 50-97)

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DepEd ORDER
No. 52 s. 2003

JUN 23 2003

POLICY ON EDUCATIONAL FIELD TRIPS
(Supplemental to DECS Order No. 56, s. 2001 and DepEd Order No. 51, s. 2002)

To: Bureau Directors
Regional Directors
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Heads, Public and Private Elementary and Secondary School Principals

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- c. The field trip should be well planned ahead of time with the students, so that they know exactly what to look for in the field trip. Safety measures should be discussed before the field trip;
- d. Places to visit should be educational places, such as cultural and historical sites or science exhibits in museums which complement or supplement classroom lessons;
- e. Trips to malls and attendance at noon time TV shows, especially during class hours are discouraged;
- f. As much as possible, field trips should not put an additional financial burden on the parents. Possible sponsors or other sources can be tapped for the purpose; and
- g. Attention is called to the other provisions of the previous DepEd Orders on field trips which still hold true.

2. Immediate dissemination of and compliance with this Order is directed.



EDILBERTO C. DE JESUS
Secretary

Encls.: As stated

References: DECS Order: (No. 56, s. 2001 and DepEd Order: No. 51, s. 2002)

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DEP. ED. ORDER
No. 56, s. 2001

POLICY ON EDUCATIONAL FIELD TRIPS

**To: Bureau Directors
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5. Those responsible for organizing the field trips should secure the consent of parents for their children to join the field trip since the children are under the stewardship of the school. *K*



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OCT 25 2002

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4. Drivers should be advised to drive with extreme care considering the number of schoolchildren-passengers. Furthermore they should be advised against taking any alcoholic drinks for the entire duration of the field trip.
5. If the field trip involves swimming or some other recreational activity or sport after the visit to the places of interest, teachers (or lifeguards in the case of swimming) should be strategically stationed to watch over the schoolchildren.
6. To the extent that resources would allow, the school principals or teachers should arrange for optional accident insurance coverage for the schoolchildren who will join the field trip.



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5. Those responsible for organizing the field trips should secure the consent of parents for their children to join the field trip since the children are under the stewardship of the school. *n*

6. Educational field trips should never be used to generate income for the school or for school officials/teachers organizing them. Students should only be charged for actual costs for transportation, entrance fees and related expenses.

Immediate and wide dissemination of the foregoing clarification is hereby directed.

Raul Roco 12.18
DepEd-RRR 0000239

RAUL S. ROCO
Secretary

Reference:

None

Allotment: 1—(D.O. 50-97)

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