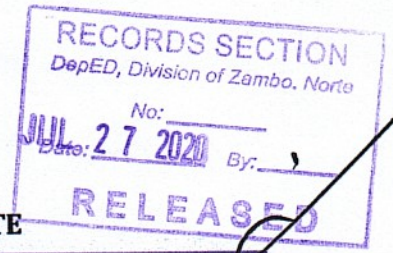




Republic of the Philippines
 Department of Education
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum
 No. 701, s. 2020

TO : Public Schools District Supervisors
 Public and Private Elementary and Secondary School Heads
 All Others Concerned
 This Division

FROM :  **MA. IZA R. TABILON EdD, CESO V**
 Schools Division Superintendent

SUBJECT : **Readiness Assessment Checklist for Learning Delivery Modalities
 in the Learning Continuity Plan of Private Schools**

DATE : July 23, 2020

1. This has reference to the letter dated July 16, 2020 from Dr. Isabelita M. Borres, CESO III, Regional Director, Region IX, relative to the aforementioned subject.
2. In this regard, the Department provides the Readiness Assessment Checklist for Implementing Learning Delivery Modalities to ensure that private schools undertake adequate preparations for the learning delivery modality/ies chosen, specifying the minimum requirements and standards needed for each learning modality.
3. Private schools are required to submit a Letter of Intent (LOI) to implement a particular learning delivery modality addressed to the Regional Office (RO), through this office. It must be submitted together with the documentary requirements enumerated in the checklist.
4. Please see attached enclosure for more information. Kindly contact Human Resource Development Unit at 09998842496(Smart) or the School Management Monitoring and Evaluation Section at 09982622462 (Smart) for any queries and/ or assistance.
5. For information and widest dissemination.

Enclosure:

1. *DepEd Order No. 13, s. 2020*

met/RIPIII/RAC for LDM in the LCP of Private Schools/SGOD-HRD-DM017-2020/07232020

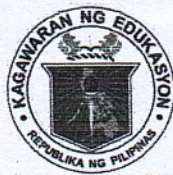
N-avigating
 O-pportunities to
 R-eengineer for
 T-ransformation &
 E-mpowerment



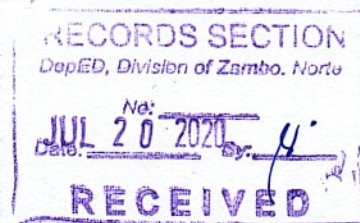
Capitol Drive, Estaka, Dipolog City, 7100
 Tel No.: (065) 212-5843
 e-mail address: zn.division@deped.gov.ph



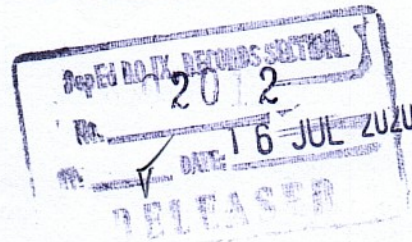
"Be and Do Much Better Each Day
 with a
 Sense of Urgency"



Republic of the Philippines
Department of Education
Regional Office IX, Zamboanga Peninsula



July 16, 2020



To: **Schools Division Superintendents**
Division Chiefs
Division Private Schools Coordinators
This Region

Dear Sirs/Mesdames,

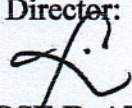
Attached is DepEd Order No. 013, s. 2020 dated June 19, 2020, signed by DepEd Secretary Leonor Magtolis Briones, entitled **"READINESS ASSESSMENT CHECKLIST FOR LEARNING DELIVERY MODALITIES IN THE LEARNING CONTINUITY PLAN OF PRIVATE SCHOOLS"**, for information and dissemination.

Thank you and Mabuhay.

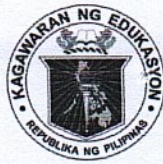
Very truly yours,

DR. ISABELITA M. BORRES, CESO III
Regional Director

For the Regional Director:


SHEILA ROSE B. APIAG, LLB.
Chief, Education Support Services Division
Officer- In-Charge of the Regional Office





Republic of the Philippines
Department of Education

19 JUN 2020

DepEd ORDER
No. **013** 2020

**READINESS ASSESSMENT CHECKLIST FOR LEARNING DELIVERY MODALITIES
IN THE LEARNING CONTINUITY PLAN OF PRIVATE SCHOOLS**

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. As provided in DepEd Order (DO) No. 007, s. 2020 titled **School Calendar and Activities for School Year 2020-2021**, private schools shall be allowed to open classes within the period authorized by Republic Act No. 7797, *An Act to Lengthen the School Calendar from Two Hundred (200) Days to Not More Than Two Hundred Twenty (220) Class Days*, provided, among others, that they submit their Learning Continuity Plan showing alternative delivery modes of learning when face-to-face learning is not allowed.
2. In choosing the specific learning delivery modalities to use, the schools shall take into consideration the following: availability of learning resources, the health and well-being of learners and DepEd personnel, national and local directives given, and the choice of parents and learners.
3. To ensure that private schools undertake adequate preparations for the learning delivery modality/ies chosen, this Department provides the enclosed **Readiness Assessment Checklist for Implementing Learning Delivery Modalities**, which specifies the minimum requirements and standards needed for each learning modality.
4. Private schools are required to submit a Letter of Intent (LOI) to implement a particular learning delivery modality addressed to the Regional Office (RO), through the Schools Division Office (SDO). It must be submitted together with the documentary requirements enumerated in the checklist. The Quality Assurance Division (QAD) of the RO shall collaborate with School Governance and Operations Division (SGOD) of the SDO in assessing the readiness of the schools.
5. This Readiness Assessment Checklist for Implementing Learning Delivery Modalities shall serve as guide for ROs, through SDOs, to assess the preparedness of private schools to implement the learning delivery modality/ies they have opted for. The QAD and SGOD shall submit to the SDOs feedback reports identifying the requirements that private schools are having difficulty with and what support may be provided. Technical assistance shall be extended to the schools as applicable.

(Enclosure to DepEd Order No. **013** s. 2020)

**READINESS ASSESSMENT CHECKLIST FOR LEARNING DELIVERY MODALITIES
IN THE LEARNING CONTINUITY PLAN OF PRIVATE SCHOOLS**

General Instruction

1. Private schools are required to submit a Letter of Intent to implement a particular learning delivery modality/ies addressed to the Regional Office (RO) through the Schools Division Office (SDO). It must be submitted together with the documentary requirements enumerated in the checklist for each learning delivery modality.
2. The Quality Assurance Division (QAD) of the RO shall collaborate with the School Governance and Operations Division (SGOD) of the SDO in assessing the readiness of the schools.
3. Private schools must administer its own readiness assessment using the checklist. It shall be validated by the RO, through the SDO, during the on-site inspection. Validation of compliance to the checklist can be done during the on-site monitoring of private schools. On-site monitoring can be done in consideration of the general COVID-19 situation of the community, following the minimum safety and health standards and protocols.
4. A private school that chooses to combine two or more learning delivery modalities must meet the non-negotiable minimum requirements for the said learning delivery modalities.

A. NON-NEGOTIABLE MINIMUM REQUIREMENTS FOR ONLINE DISTANCE LEARNING (ODL)/BLENDED LEARNING (F2F and ODL)

	Stakeholder	Area of Readiness	Particulars	Yes	No/None	Narrative
<i>Requirement that MUST be available</i>						
1	School	Platform and Support	The school has an educational platform or Learning Management System (LMS), either subscription-based or locally developed.			
2	School	Platform and Support	The school has the technical expertise to run and support the educational platform 24/7. Technical expertise can be in-house OR outsourced OR a combination, depending on the nature of the deployment. The more IN-HOUSE/locally developed is the hosted platform, the higher the degree of the technical support personnel required.			
3	School	Platform and Support	The school has email facility or domain name for all teachers and users. Note: The school can outsource.			
4	School	Platform and Support	The school has helpdesk personnel working under the platform managers whose main task will be to directly answer usage queries of both teachers and students.			

4. Statement of Undertaking signed by the school head/administrator that courseware for each learning area in different grade levels are available and ready for the school year. Courseware refers to a self-learning package in digital format provided to learners for independent study, and the set of educational materials in digital format for use of teachers in instruction delivery.
5. Statement that ensures accessibility of e-learning platform for Users (admin, teacher, learners, parents).
6. Detailed discussion on Curricula Implementation, including a statement that it complies with the minimum requirement of DepEd in terms of learning competencies, time allotment, and promotion and retention.
7. Certification that the school has a Teacher Professional Development/Training Plan to adequately prepare teachers, and other relevant personnel for the implementation of Online Distance Learning.
8. Certification of the existence of an Orientation-Training Plan for parents for the implementation of Online Distance Learning.
9. Scanned copy of the permit to operate or government recognition.
10. Statement of Undertaking that tuition and other fees are properly consulted with the parents.

B. NON-NEGOTIABLE MINIMUM REQUIREMENTS FOR MODULAR DISTANCE LEARNING (MDL)/BLENDED LEARNING (F2F and MDL)

	Stakeholder	Area of Readiness	Particulars	Yes	No/None	Narrative
1	School	Governance	The school orients the teachers, parents and learners about the modular learning policies and directions to ensure that everyone is properly informed and guided.			
2	School	Content	The school has complete and appropriate content (Learning Modules/Self-Learning Modules in print and e-copy for those with device) for Quarter 1 available for distribution to learners			
3	School	Content	The school has available reference/supplementary materials for distribution to the learners.			
4	Learners	Parents	The parents have expressed willingness for the option of modular distance learning for their children.			
5	Learners	Parents	The parents are willing to co-supervise and co-monitor the progress of their children's modular distance learning.			

	Stakeholder	Area of Readiness	Particulars	Yes	No/None	Narrative
6	Learners	Parents	The parents have expressed willingness for the option of TV/Radio-Based Instruction for their children.			
7	Learners	Parents	The parents are willing to co-supervise and co-monitor the progress of their children's learning as well as provide guidance to their children.			

Documents to be submitted For TV/Radio-Based Instruction/Blended Learning (F2F and TV-RBI):

1. School's Omnibus Certificate of Compliance to the minimum requirements set by DepEd for TV/Radio-Based Instruction as contained in the checklist above.
2. Copy of the MOA/MOU between the private school and the television network and/or radio station.
3. Statement of Undertaking signed by the school head/administrator that video-taped/radio-based learning materials for each learning area in different grade levels are available and ready for the school year, as well as print/e-copy or courseware, whichever is applicable to complement TV/Radio-Based Instruction.
4. Detailed Discussion on Curricula Implementation, including a statement that it complies with the minimum requirements of DepEd in terms of learning competencies, time allotment, and promotion and retention.
5. Certification that the school has a Teacher Professional Development/Training Plan to adequately prepare teachers and other relevant personnel for the implementation of TV/Radio-Based Instruction.
6. Certification of the existence of an Orientation-Training Plan for parents for the implementation of TV/Radio-Based Instruction.
7. Scanned copy of the permit to operate or government recognition.
8. Statement of Undertaking that tuition and other fees are properly consulted with the parents.



To authenticate this document, please scan the QR code



DEPED-OSEC-433725