



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY



Zone 3, Poblacion, El Salvador City
Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 164, s. 2019

TO: Assistant Schools Division Superintendent
Division Chief
Curriculum and Implementation Division
Schools Governance and Operations Division
Public Elementary and Secondary Schools
This Division

FROM: **JESNAR DEMS S. TORRES, Ph.D., CESE**
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

SUBJECT: Corrigendum to DM No. 154, s. 2019
Re: Evaluation for School and Classroom Readiness for SY 2019-2020

DATE: July 23, 2019

1. Relative to the Division Memorandum No. 154, s. 2019 *Re: Evaluation for School and Classroom Readiness for SY 2019-2020*, this Office hereby announces the changes in the Classroom Readiness Evaluation Sheet. *(Please see Enclosed Classroom Readiness Evaluation Sheet).*
2. Further, all Monitoring Teams are hereby directed to inform the concerned schools prior to the actual visit for evaluation.
3. For information, guidance and strict compliance.



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Classroom Readiness Evaluation Sheet

Name of Adviser: _____

Grade & Section: _____

School: _____

Rating: _____

Instructions: Put a check mark (✓) on the column corresponding the rate appropriate for each item. The following mark will be observed:

- 5- Excellent (organized, presentable & with complete item specifications)
- 4- Very Satisfactory (organized, presentable but 1 item was not present)
- 3- Satisfactory (organized, presentable but 2-3 items were not present)
- 2- Needs Improvement (most of the items were not present)
- 1- Poor (generally lacks specified items)

I. Classroom Structuring <i>The room has the provision/presence of the following:</i>	1	2	3	4	5	Remarks
1. A signboard at the entrance of the room showing the grade level & section, adviser handling the class (with his/her picture) and a welcome phrase						
2. A duly signed class program approved by the school head and noted by the SDS						
3. A properly framed chalkboard with chalk ledge and curtains						
4. A framed portrait of a national hero displayed prominently at the center						
5. A framed copy of the National Anthem displayed at the upper left corner and Pledge of Allegiance to the Philippine flag at the right corner						
6. A framed motto/saying (for the month or week) and a framed picture relevant to the motto						
7. An updated bulletin board, tack boards and charts (covered by glass or plastic acetate)						
8. Updated attendance chart						
9. A rack for DepEd forms placed near the door						
10. A teacher's table (<i>with approved classroom program</i>), chair and cabinet						
11. Students' LRN placed at the desk						
12. A record/list of book distribution						
13. A demo table for teacher's materials and resources during class discussion/activity						
14. A classroom-based data on the Basic Education Information System placed on the walls at the sides or at the back of the room containing the following modules (with content): Module A- Students' EIS Module B- Teachers' EIS (201 Files) Module C- Curriculum Development Module D- Legislative Module E- Physical Facilities Module F- Finance Module G- Community Involvement Module H- Research						
15. Well painted walls and desk						



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16. A divan for storage of brooms and other cleaning materials					
II. Reading and Learning-Resource Corner					
1. A functional reading corner (<i>with books and other reading materials</i>)					
2. A display area for students' creative outputs					
3. Learning resources for various subjects					
III. Health and Sanitation					
1. Functional health corner (with first aid or medicine cabinet, mirror, soap dish and towel rack)					
2. Hand washing facility with water, soap dish, towel rack and toothbrush holders (with name tags)					
3. Available potable water					
4. Trash bins for solid waste management					
5. A functional toilet (with wrapping materials for used pads)					
IV. Ventilation, Conduciveness and Safety					
1. Proper ventilation (if necessary, with ceiling fans or wall fans) and adequate lighting					
2. Functional and comfortable chairs for all the learners					
3. Neat and clean floor, ceiling and windows (free of dust and cobwebs)					
4. Clean hallway or pathway encompassing the classroom					
5. A room free from any hazard (like loose wirings, damage ceilings, etc.) s					
V. The TEACHER					
1. The teacher uses positive discipline approach					
2. The teacher applies varied teaching styles and strategies (including ICT skills)					
3. The teacher is well-groomed (wears complete uniform, closed-shoes, LD, etc.)					
GRAND TOTAL (from items I, II, III, IV, V)					

Others: The teacher may opt for mural painting inside his/her classroom with design/concept suited for the learners' grade level

References: DepEd Region 10 (Form C: Classroom Structuring Monitoring Sheet)
 Educational Facilities Manual 2010
 Republic Act No. 8491

Other comments:
