



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

June 19, 2023

DIVISION MEMORANDUM

No. 279, s. 2023

EL SALVADOR CITY DIVISION'S SPED LEARNERS PLAY DAY 2023

To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Education Program Supervisors
Elementary Schools with SPED Center
El Salvador City National High School
All SPED Teachers
All Others Concerned

1. Regarding on the conduct of El Salvador City Division's SPED Learners Play Day 2023 at Tuburan Spring, El Salvador City on July 7, 2023 at 1:00 to 5:00 PM.
2. The nature of the activity are the following;
 - a. heighten the active participation of the SPED learners in physical activities,
 - b. developing confidence, self- esteem, physical, social, emotional, intellectual and spiritual personality ,
 - c. showcase the potentials and talents of our special learners.
3. The participants are SPED learners enrolled in this Division, SPED teachers, select receiving teachers, Education Program Supervisors, CTD Chief, ASDS and SDS.
4. The **list of SPED participants** shall be submitted through Google sheets at: <https://bit.ly/3paUZu2> before July 7, 2023 and the **parent's permit** shall be collected and keep by the adviser. SPED learner/s without parents permit and escort during that day will not permitted to join the activity.



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 855-0113
Website: www.depedelcavillatub.com
Email Address: elisavador.city@deped.gov.ph

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5. The technical working group's roles and responsibilities are hereby attached. (Attachment No.1 to Division Memorandum No___, s. 2023)
6. This memorandum shall serve as the **travel order** of the participants, travel and other expenses shall be charged against MOOE and local funds, subject to the usual accounting and auditing rules and regulations.
7. Moreover, this office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
8. For information and dissemination.


RANDOLPH B. TORTOLA
Schools Division Superintendent 

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

Curriculum
Special Education
El Salvador City Division's SPED Playday

CID/lcb



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Attachment No. 1 to Division Memorandum No. ____ s. 2023

Name of In Charge	Task/s	Roles and Responsibilities
Jovieline Pearl L. Ocon Katherine Joy F. Marba Kristine Bengar	<ul style="list-style-type: none">o Venue Preparation (Play Area/s)o Games	<ul style="list-style-type: none">o Prepare the play area and assure that it will be free from obstacles and dangero Prepare Chairs for the participants
Syrel Marie M. Redulla Shaira Mae S. Khobuntin	Sound System, TV and microphone	<ul style="list-style-type: none">o Prepare the sound system and microphoneso Transport the sound system to the venue and back to the school
Gloria B. Alfonso Daryl R. Lim	TV Venue Preparation (Outside Tuburan Spring)	<ul style="list-style-type: none">o Transporting TV to the venue and back to the schoolo Prepare the venue for food (outside Tuburan Spring) and assure that tables and chairs will be reserve for the Playday participants prior to the activity
Christine Marie Amoncio, select SPED Teachers in El Salvador City High and HI learners	<ul style="list-style-type: none">o Decoration (balloons and Tarpaulins)o Lay outing of Tarpaulins	<ul style="list-style-type: none">o Decorate the venueo Layout and displaying of tarpaulin/s (in front of Tuburan spring and in the playing venue inside)
Chrisleigh Aiko B. Paglinawan	<ul style="list-style-type: none">o Program and Invitationo Intermission numbers in chargeo Program host	<ul style="list-style-type: none">o Make, reproduce and Distribute the Invitations to the schools, teachers, EPS,ASDS and SDSo Assigned intermission numbers to select learners and teachero making the activity alive, joyful and memorable
Jan Marie A. Gabule Mary Ann M. Madrigal	Food Distribution	<ul style="list-style-type: none">o Distribute the food to all the participants
Sheila Joy H. Baculio	Attendance	<ul style="list-style-type: none">o Prepare the attendance sheet (in 3 copies)and make





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		sure that all participants has signed
ALL SPED TEACHERS AND SELECT LEARNERS	After Care	○ Clean the area after the activity

