



July 31, 2013

DIVISION MEMORANDUM

No. 418, s. 2013

**CLARIFICATIONS ON THE POLICY GUIDELINES ON THE IMPLEMENTATION
OF THE LANGUAGE LEARNING AREAS AND THEIR TIME ALLOTMENT
IN GRADES 1 AND 2 OF THE K TO 12 BASIC EDUCATION PROGRAM**

To: OIC, Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary School Heads
Heads, Private Elementary Schools

1. In view of the implementation of the K to 12 Basic Education Program, attached is a copy of DepEd Order No. 31, s. 2013, dated July 16, 2013, entitled, "**Clarifications on the Policy Guidelines on the Implementation of the Language Learning Areas and their Time Allotment in Grades 1 and 2 of the K to 12 Basic Education Program**" for the information and guidance of all concerned.
2. Dissemination of this Memorandum is desired.


ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent



Republic of the Philippines
Department of Education

16 JUL 2013

DepEd ORDER
 No. 31, s. 2013

CLARIFICATIONS ON THE POLICY GUIDELINES ON THE IMPLEMENTATION OF THE LANGUAGE LEARNING AREAS AND THEIR TIME ALLOTMENT IN GRADES 1 AND 2 OF THE K TO 12 BASIC EDUCATION PROGRAM

To: Undersecretaries
 Assistant Secretaries
 Bureau Directors
 Directors of Services, Centers and Heads of Units
 Regional Directors
 Schools Division/City Superintendents
 Heads, Public and Private Elementary Schools

1. In view of the implementation of the K to 12 Basic Education Program, the Department of Education (DepEd) through the Bureau of Elementary Education (BEE) issues the following **Clarifications on the Policy Guidelines on the Implementation of the Language Learning Areas and their Time Allotment in Grades 1 and 2** as stated in the Enclosure Nos. 1 and 2 of DepEd Order No. 31, s. 2012:

- a. Mother Tongue is used as a Medium of Instruction (MOI) for Grades 1 and 2 in teaching Mathematics, *Araling Panlipunan (AP)*, Music, Arts, Physical Education and Health (MAPEH) and *Edukasyon sa Pagpapakatao (EsP)*;
- b. Mother Tongue is taught as a separate Learning Area in Grades 1 and 2;
- c. *Filipino*, as a Learning Area, is first introduced in Grade 1 during the *second quarter (2nd Q)*/grading period;
- d. English, as a Learning Area, is first introduced in Grade 1 during the *third quarter (3rd Q)*/grading period; and
- e. Time allotment for the Learning Areas is specified below:

Nomenclature/ Learning Area	TIME ALLOTMENT							
	Grades 1 and 2 (No. of Minutes Quarterly)							
	Grade 1				Grade 2			
	1 st Q	2 nd Q	3 rd Q	4 th Q	1 st Q	2 nd Q	3 rd Q	4 th Q
Mother Tongue	50	50	50	50	50	50	50	50
Filipino	-	30	30	30	50	50	50	50
English	-	-	30	30	50	50	50	50
Mathematics	50	50	50	50	50	50	50	50
<i>Araling Panlipunan</i>	40	40	40	40	40	40	40	40
Music, Arts, Physical Education and Health (MAPEH)	40	40	40	40	40	40	40	40
<i>Edukasyon sa Pagpapakatao (EsP)</i>	30	30	30	30	30	30	30	30
TOTAL	210	240	270	270	310	310	310	310

2. Sample Report Cards for Grades 1 and 2 are contained in the enclosures.

3. All other issuances related to the implementation of the K to 12 Basic Education Program, such as DepEd Memorandum No. 46, s. 2013 entitled *Special Instruction for Grade 1 Children under the K to 12 Basic Education Program* and DepEd Order No. 14, s. 2013 entitled *Strengthening the K to 12 Basic Education Program Delivery System for Elementary Education*, shall be enforced. Likewise, this clarification shall be subject to possible changes after curriculum finalization.

4. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:

As stated

References:

DepEd Order (Nos.: 31, s. 2012 and 14, s. 2013)

DepEd Memorandum (No.: 46, s. 2013)

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

CHANGE
CURRICULUM
ELEMENTARY EDUCATION
SCHOOLS
POLICY
PUPILS
PROGRAMS

SAMPLE REPORT CARD
Grade 1

Periodic Rating

Learning Areas	1	2	3	4	Final Rating
Mother Tongue	AP	AP	P	P	P (88.00)
Filipino	-	P	P	A	P (88.25)
English	-	-	AP	AP	AP (83.00)
Mathematics	P	P	P	P	P (87.00)
Araling Panlipunan	AP	AP	P	P	P (85.65)
MAPEH	A	A	A	A	A (90.00)
Music	P	P	P	A	P (87.00)
Art	A	A	A	A	A (91.00)
P.E.	A	A	A	A	A (92.00)
Health	A	A	A	A	A (90.50)
Edukasyon sa Pagpapakatao (Esp)	P	P	P	A	P (87.00)
Gen. Average					P (86.98)

Legend:

- Advanced (A) 90% and above
- Proficient (P) 85-89 %
- Approaching Proficiency (AP) 80-84 %
- Developing (D) 75-79 %
- Beginning (B) 74 % and below

Attendance Record

	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
No. Of School Days	19	21	22	21	21	20	14	21	21	18		198
No. of School Days Present	19	21	22	21	21	20	14	21	21	18		198
No. of Times Tardy	0	0	0	0	0	0	0	0	0	0		0

Character Building Activities

Traits	1	2	3	4
1. Honesty	B	B	B	B
2. Courtesy	C	C	B	B
3. Helpfulness and Cooperation	B	B	A	A
4. Resourcefulness and Creativity	C	B	B	B
5. Consideration for Others	C	C	B	B
6. Sportsmanship	B	B	B	B
7. Obedience	B	B	A	A
8. Self-Reliance	C	C	C	B
9. Industry	B	B	B	B
10. Cleanliness and Orderliness	B	B	B	B
11. Promptness and Punctuality	B	B	B	B
12. Sense of Responsibility	B	B	B	B
13. Love of God	B	B	B	B
14. Love of Country	B	B	B	B

Guidelines for Rating

- A Outstanding
- B Very Good
- C Good
- D Fair
- E Poor

Narrative Report

First Grading _____

Second Grading _____

Third Grading _____

Fourth Grading _____

Republic of the Philippines
Department of Education

Region _____
 Division _____
 District _____
 School _____

Grades 1 and 2

Name: _____
 Age: _____ Sex: _____
 Grade: _____ Section: _____
 School Year: _____ Dear Parent:

This report card shows the ability and progress your child has made in the different learning areas as well as his/her progress in character development.

The school welcomes you if you desire to know more about the progress of your child.

_____ Teacher

Principal

Certificate of Transfer

Admitted to Grade: _____ Section: _____
 Eligible for Admission to Grade: _____

Approved:

Teacher

Principal

Cancellation of Eligibility to Transfer

Admitted in _____
 Date: _____
 _____ Principal

(Enclosure No. 2 to DepEd Order No. 31, s. 2013)

SAMPLE REPORT CARD
Grade 2

Periodic Rating

Learning Areas	1	2	3	4	Final Rating
Mother Tongue	AP	AP	P	P	P (88.00)
Filipino	B	P	P	A	P (88.25)
English	D	AP	P	P	AP (83.00)
Mathematics	P	P	P	P	P (87.00)
Araling Panlipunan	AP	AP	P	P	P (85.65)
MAPEH	A	A	A	A	A (90.00)
Music	P	P	P	A	P (87.00)
Art	A	A	A	A	A (91.00)
P.E.	A	A	A	A	A (92.00)
Health	A	A	A	A	A (90.50)
Edukasyon sa Pagpapakatao (Esp)	P	P	P	A	P (87.00)
Gen. Average					P (86.98)

Legend:

- Advanced (A) 90% and above
- Proficient (P) 85-89 %
- Approaching Proficiency (AP) 80-84 %
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Attendance Record

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No. of School days Present	19	21	22	21	21	20	14	21	21	18	18	198
No. of Times Tardy	0	0	0	0	0	0	0	0	0	0	0	0

Character Building Activities

Traits	1	2	3	4
1. Honesty	B	B	B	B
2. Courtesy	C	C	B	B
3. Helpfulness and Cooperation	B	B	A	A
4. Resourcefulness and Creativity	C	B	B	B
5. Consideration for Others	C	C	B	B
6. Sportsmanship	B	B	B	B
7. Obedience	B	B	A	A
8. Self-Reliance	C	C	C	B
9. Industry	B	B	B	B
10. Cleanliness and Orderliness	B	B	B	B
11. Promptness and Punctuality	B	B	B	B
12. Sense of Responsibility	B	B	B	B
13. Love of God	B	B	B	B
14. Love of Country	B	B	B	B

Guidelines for Rating

- A Outstanding
- B Very Good
- C Good
- D Fair
- E Poor

Narrative Report

Republic of the Philippines
Department of Education

Region _____

Division _____

District _____

School _____

Grades 1 and 2

First Grading _____

Second Grading _____

Third Grading _____

Fourth Grading _____

Name: _____

Age: _____ Sex: _____

Grade: _____ Section: _____

School Year: _____ Dear Parent: _____

This report card shows the ability and progress your child has made in the different learning areas as well as his/her progress in character development.

The school welcomes you if you desire to know more about the progress of your child.

Principal _____

Teacher _____

Certificate of Transfer

Admitted to Grade: _____ Section: _____
Eligible for Admission to Grade: _____

Approved: _____

Principal _____

Teacher _____
Cancellation of Eligibility to Transfer

Admitted in _____
Date: _____

Principal _____