



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

February 18, 2021

REGIONAL MEMORANDUM

No. **081**, s. 2020

**ONLINE TRAINING OF ELEMENTARY SCHOOL TEACHERS ON STEPS MANUAL
(SUPPORTING, TEACHING AND EMPOWERING STUDENTS AND PARENTS: A
TEACHER'S MANUAL ON PSYCHOSOCIAL INTERVENTIONS FOR
ELEMENTARY SCHOOL-AGED STUDENTS AND PARENTS
DURING DISASTERS AND EMERGENCY SITUATIONS**

To: Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

- Attached herewith is an official communication from the United Nations Educational, Scientific and Cultural Organization (UNESCO) on the conduct of Online Training of Elementary School Teachers on STEPS Manual (Supporting, teaching and Empowering Students and Parents: A Teacher's Manual on Psychosocial Interventions for Elementary School-Aged Students and Parents During Disasters and Emergency Situations) on February 22-26, 2021 using Zoom.
- Objectives, participants, information note about the training are stipulated in the attached communication from UNESCO.
- For more information and queries, Mr. Emmanuel P. Firmo, Jr., Regional DRRM Focal Person can be reached at 090152627003 (globe) and 09463845606 (smart).
- Immediate dissemination of and strict compliance with this Memorandum are desired.

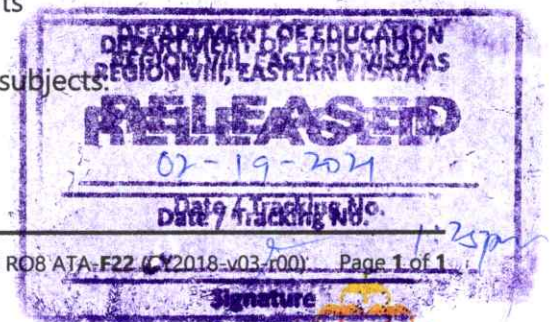

MA. GEMMA MERCADO LEDESMA
Regional Director

Enclosures: Training Matrix and List of Official Participants

References: Official Communication from UNESCO

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

STEPS Manual Training
ESSD-DRRM-EPF



Government Center, Candahug, Palo, Leyte
(053) 323-3156 | region8@deped.gov.ph
ISO 9001:2015 Certified

DepEd RO8 ATA-F22 (CY2018-v03-r00) Page 1 of 1

Signature



Online Training of Elementary School Teachers on STEPs Manual (Psychosocial Support to Elementary School Aged-Students and Parents) on 22-26 February 2021

ALQUITRAN, Remegio <r.alquitran@unesco.org>

Mon, Feb 15, 2021 at 6:19 PM

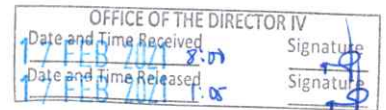
To: Department of Education Region VIII <region8@deped.gov.ph>

Cc: "Choi, Mee Young" <my.choi@unesco.org>, "AGARAO, Maria Karisma Bea" <mk.agarao@unesco.org>, "Djamhur, Rusyda" <r.rusyda@unesco.org>, "Roa, Karen" <k.roa@unesco.org>, esdd region8 <esdd.region8@deped.gov.ph>, "emman_firmo@yahoo.com" <emman_firmo@yahoo.com>

Dr. Gemma M. Ledesma,
Regional Director
DepEd Regional Office VIII
Government Centre
Brgy. Candahug, Palo, Leyte



Dear RD Gemma Ledesma,



Greetings!

UNESCO presents its compliments to the Philippines' Department of Education Regional Office VIII and has the honour to emphasize our strong commitment of continued cooperation and partnership on mutual interest for the attainment of Sustainable Development Goals (SDGs).

This is to respectfully inform RD Gemma M. Ledesma of the "Online Training of Elementary School Teachers on STEPs Manual (Supporting, Teaching and Empowering Students and Parents: A Teacher's Manual on Psychosocial Interventions for Elementary School-Aged Students and Parents during Disasters and Emergency Situations) under UNESCO's initiative called, "Support of education for crisis-affected populations in Asia-Pacific under COVID19." Specifically, a project called "Psychosocial support for Elementary school-aged children-affected by Marawi Crisis in the Philippines amidst and post-COVID 19 pandemic" was initiated and a teacher's manual was developed and is being piloted in BARMM and Region VIII.

This online training of elementary school teachers shall be conducted on 22-26 February 2021.

Earlier, we have coordinated with the Office of the ESSD under Mr. Cesar Verunque, Chief of ESSD who provided us the list of elementary school teachers from the Schools Division of Tacloban City and Leyte, particularly from Palo who will take part in this online training on psychosocial support to elementary school aged-children and their parents.

For the official invitation to the pre-listed participants from the School Divisions of Tacloban City and Leyte in Palo, we have here a draft Suggested Text-DepED Regional Memo for the Training of Elementary School Teachers on the STEPs Manual to be issued to the participants relative to their participation on this online training of teachers.

Further, we take this opportunity to respectfully request RD Gemma M. Ledesma to provide us a short video message, preferably about 2-3 minutes to deliver your welcome/opening remarks during the opening programme of the training, if it is possible. A live delivery of your opening/welcome remarks online will also be very much appreciated if the recorded video message is not possible.

Please find attached the programme agenda of the training for your information, reference and perusal including the list of the participants from Tacloban City and Palo, Leyte Schools Divisions.

Should you have further queries regarding this online training on psychosocial support to elementary school-aged children and their parents, please contact me (mobile no. +63-9952500834; email: r.alquitran@unesco.org) or Ms. Maria Karisma Bea Agarao (Email: mk.agarao@unesco.org ; Phone: +63-917991589)

Once again, on behalf of our UNESCO Jakarta Director and Representative, Dr. Shahbaz Khan, we would like to convey our sincerest appreciation to DepEd Regional Office VIII for your unwavering support to UNESCO's initiative in the region.

Sincerely yours,

Remegio A. Alquitran



United Nations
Educational, Scientific and
Cultural Organization



Sustainable
Development
Goals

Remegio A. Alquitran

National Project Officer (NPO)

UNESCO Jakarta-Better Life for Out-of-School Girls to
Fight Poverty and Injustice in the Philippines Project

c/o DepEd Regional Office VIII

Government Centre, Brgy. Candahug

Palo, Province of Leyte

4 attachments

Final Version-Program Agenda_Tacloban_210215.pdf
477K

Final_Suggested Text-DepED Regional Memo-Training of Elementary School Teachers on the STEPs Manual.docx
37K

UNESCO-Virtual-Training_SDO-Tacloban-City(Tacloban Participants).xls
35K

UNESCO Virtual Training-SDO Leyte (Palo, Leyte Participants).xlsx
12K

Draft suggested text for the **Philippines' Department of Education Regional Memorandum for the invitation of participants in the "Online Training of Elementary School Teachers on STEPs Manual (Supporting, Teaching and Empowering Students and Parents: A Teacher's Manual on Psychosocial Interventions for Elementary School-Aged Students and Parents during Disasters and Emergency Situations)** under UNESCO's initiative called, "Support to education for crisis-affected populations in Asia-Pacific under COVID19." Specifically, a project called "Psychosocial support for Elementary school-aged children-affected by Marawi Crisis in the Philippines amidst and post-COVID 19 pandemic" was initiated and a teacher's manual was developed and is being piloted in BARMM and Region VIII.

ADMINISTRATIVE INFORMATION NOTE

- A total of 50 participants are expected to attend this virtual training on the contents of the teacher's manual for elementary school teachers on psychosocial support to elementary school-aged students and parents coming from DepEd Schools Division of Offices of Tacloban City (with 25 pre-listed participants) and Palo, Leyte (with 25 pre-listed participants) under the DepEd Regional Office VIII-Eastern Visayas.
- In reference to UNESCO's regulations as well Philippine Government's regulation on the COVID-19 pandemic, this online training for elementary school teachers from Tacloban City and Palo, Leyte will be done in a non-face-to-face mode. Specifically, online platform such as Zoom and Google Classroom will be utilized.
- UNESCO Jakarta's contractor/consultant and its team from the Ateneo de Davao's Center of Psychological Extension and Research Services are the trainers for this online training. The team will provide the participants from DepEd Schools Division Offices of Tacloban City and Leyte internet or mobile phone loads for the duration of the online training and these internet loads should be provided at least a day before the online training sessions.
- The date and time of the online training shall be carried out from 22-26 February 2021 from 1PM-4PM for 5 days. The programme agenda of the online training is attached outlining the detailed topics and sessions of the training.
- The Zoom Meeting link, Meeting ID and Passcode will be sent to the email addresses of each of the listed participants at least a day before the training team.
- A pre-test, post-test and evaluation of this learning sessions will be undertaken for all the attending participants by the training team/UNESCO Jakarta contractor or consultant. Support of Focal Persons from DepEd Schools Division Offices of Tacloban City and Palo, Leyte are respectfully requested to assist participants and the training team on this activity.

- All participants must register their attendance through the online platform provided by the training team (Zoom and Google Classroom).
- For clarifications and enquiries regarding this online training, please contact:
 - **Mr. Remegio A. Alquitran**
National Project Officer
UNESCO Jakarta Office
c/o DepEd Regional Office VIII
Government Centre, Brgy. Candahug, Palo, Leyte, Philippines
Email: r.alquitran@unesco.org
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 - **Ms. Maria Karisma Bea Agarao**
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**Training of Elementary School Teachers on STEPs Manual
(Supporting, Teaching and Empowering Students and Parents: A
Teacher's Manual on Psychosocial Interventions for Elementary
School-aged students and parents during Disasters and Emergency
Situations)**

22-26 February 2021, Via Zoom & Google Classroom

Program Agenda

Day 1 (Feb 22)	
1 PM – 4 PM (Philippines Time)	
Time	Agenda
13:00-13:15	Opening Programme (Preliminaries) -Opening Prayer -National Anthem -Opening Remarks of Dr. Shahbaz Khan, Director & Representative-UNESCO Jakarta Office -Opening Remarks of Dr. Gemma M. Ledesma, Regional Director- DepEd Regional Office VIII
13:16-13:30	Orientation & Expectation Setting
Module I: MHPSS in Times of Disaster Resource Person: Michelle Mari M. Gonzales	
13:31-13:35	Processing & Session goals
13:36-13:55	Activity 1: Brick by Brick
13:56-14:15	Activity 2: When disaster strikes
14:16-14:25	Mini lecture: Community Mobilization
14:26-14:30	Application
14:31-14:35	Break
14:34-14:45	Ice breaker
Module II: Developmental Characteristics of Children Aged 7 to 12 Resource Person: Michelle Mari M. Gonzales	
14:46-14:50	Processing & Session goals
14:51-15:20	Activity 1: Describing my elementary school-aged child
15:21-15:30	Mini lecture
15:31-15:45	Application & Conclusion
15:46-15:55	Posttest & Pretest of Day 2
15:56-16:00	Wrap up
Day 2 (Feb 23)	
1 PM – 4 PM (Philippines Time)	
13:00-13:10	Preliminaries and Opening prayer
13:11-13:15	Review of the concepts / Introduction of topic
Module III: Parenting Elementary School-Aged Children, Part 1 Resource Person: Michelle Mari M. Gonzales	
13:16-13:20	Processing & Session goals
13:21-13:45	Activity 1: My Rights and Responsibilities as a parent
13:46-13:50	Mini lecture: Rights and Responsibilities
13:51-14:15	Activity 2: Ang Isang Magulang: Ang Isang Magulang ay... / Bilang Isang Magulang ako ay...
14:16-14:20	Break
14:21-14:30	Ice breaker

Module III: Parenting Elementary School-Aged Children, Part 2 Resource Person: Michelle Mari M. Gonzales	
14:31-14:35	Processing & Session goals
14:36-14:45	Mini lecture: Parenting style
14:46-15:25	Activity 3: My best parenting practices
15:26-15:30	Conclusion
15:31-15:40	Posttest & Pretest of Day 3
15:41-16:00	Wrap up
Day 3 (Feb 24) 1 PM – 4 PM (Philippines Time)	
13:00-13:10	Preliminaries and Opening prayer
13:11-13:15	Review of the concepts / Introduction of topic
Module IV: Cultivating Positive Parenting Practices Resource Person: Imma Concepcion V. Oani	
13:16-13:20	Processing & Session goals
13:21-13:35	Mini lecture: Positive Discipline
13:36-14:05	Activity 1: Working with parenting scenarios using rules of light
14:06-14:15	Application / Q&A
14:16-14:20	Break
14:21-14:30	Ice breaker
14:31-14:50	Mini lecture: Five Major Principles of Positive Discipline
14:51-15:25	Activity 3: My garden
15:26-15:30	Conclusion
15:31-15:40	Posttest & Pretest of Day 4
15:41-16:00	Wrap up
Day 4 (Feb 25) 1 PM – 4 PM (Philippines Time)	
13:00-13:10	Preliminaries and Opening prayer
13:11-13:15	Review of the concepts / Introduction of topic
Module V: Managing Post Disaster Reactions of Elementary School -Aged Children Resource Person: Michelle Mari M. Gonzales	
13:16-13:20	Processing & Session goals
13:21-13:35	Activity 1: Disaster photo analysis
13:36-13:45	Mini lecture: Factors that affect Children during Disasters
13:46-14:00	Activity 2: Identifying my child's psychological needs
14:01-14:05	Mini lecture: Psychological Responses
14:06-14:15	Application
14:16-14:20	Break
14:21-14:30	Ice breaker
Module VI: The Role of Parents in Post-Disaster Recovery of Children Resource Person: Imma Concepcion V. Oani	
14:31-14:35	Processing & Session goals
14:36-14:55	Activity 1: Packing the disaster recovery toolkit
14:56-15:00	Mini lecture: Emergency Kits
15:01-15:20	Activity 2: Way I can help my child
15:21-15:30	Application & Conclusion
15:31-15:40	Posttest & Pretest of Day 5
15:41-16:00	Wrap up
Day 5 (Feb 26) 1PM – 5 PM (Philippines Time)	
13:00-13:10	Preliminaries and Opening prayer
13:11-13:15	Review of the concepts / Introduction of topic
Module VII: Psychological First Aid Resource Person: Imma Concepcion V. Oani	

13:16-13:20	Processing & Session goals
13:21-13:40	Mini lecture: Psychological first aid
13:41-13:55	Activity 1: Where to get help during emergencies
13:56-14:05	Application
14:06-14:10	Break
Module VIII: Stress Management for Self-Care Resource Person: Imma Concepcion V. Oani	
14:11-14:15	Processing & Session goals
14:16-14:30	Activity 1: The Body Scan
14:31-15:00	Mini lecture: Self-Care: Ways to Address Stress
15:01-15:10	Activity 2: My parenting pledge
15:11-15:15	Break
Module IX: Facilitating the STEPs Training Program Resource Person: Orencita V. Lozada	
15:16-15:20	Processing & Session goals
15:21-15:40	Activity 1: My STEP Experience
15:41-15:55	Mini lecture: Participatory learning and Multi-sensorial learning
15:56-16:10	Activity 2: The Superhero Within
16:11-16:15	Mini lecture: Effective Facilitators
16:16-16:20	Posttest
16:21-16:25	Evaluation Form
16:26-16:35	Closing talk of directors
16:36-16:45	Giving of Certification
16:46-17:00	Closing

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DepEd Leyte Division School DRRM Coordinators of Palo, Leyte Schools

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Tadoban City Division

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