



Republic of the Philippines
Department of Education
Region VIII

SCHOOLS DIVISION OF TACLOBAN CITY

July 2, 2024

DIVISION MEMORANDUM

No. 457 s. 2024

**SUBMISSION OF SCHOOL CALENDAR AND CALENDAR OF ACTIVITIES
FOR SCHOOL YEAR 2024-2025 FOR PRIVATE SCHOOLS**

**To: ALL DISTRICT SUPERVISORS
ALL PRIVATE SCHOOLS & SUCs
OFFICE OF THE SGOD
All others concerned**

1. In compliance to the provisions stated in the DepEd Order No. 3s. 2024 on the opening of classes for school year 2024-2025. All private schools are directed to submit **School Calendar and Calendar of Activities to begin on July 29, 2024 and end on April 15, 2025** to the school governance and operations division (SGOD) thru the M&E unit.
2. All private schools and SUCs shall submit school calendar and calendar of activities **7 days prior to the intend 1st day of classes with the following signatories:**

Prepared by: School Head/Principal

Noted: District Supervisor

Approved: Schools Division Superintendent

3. The school shall follow the format below for the school calendar to determine total the number of actual school days with the following considerations in obtaining the **minimum 180 days for this school year** with any co-curricular activities participated by the learners. To include;

- a. ~~Card Day/Portfolio Day~~
- b. Intramurals
- c. Family Day
- d. Foundation Day
- e. Parents-Teachers Conference
- f. Homeroom and GPTA conference

A. School Calendar for SY 2024-2025 (Sample)

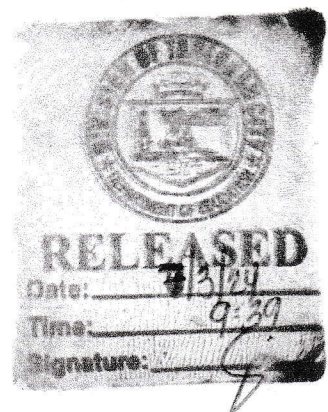
July 2024						
Sun	Mon	Tue	Wed	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
Total number of Contact/School days						3

B. School Calendar of Activities (Sample)

July 29, 2024 - 1st day of class

- Any private school that wishes to conduct the actual classes earlier than July 29, 2025, must attach a letter of intent to the school calendar.
- Strict compliance to this memorandum is desired.

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SHERLITA A. PALMA, EdD., CESO VI
 SOIC - Schools Division Superintendent *rw*



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