



Republic of the Philippines  
**Department of Education**  
REGION III  
**BATAAN HIGH SCHOOL FOR THE ARTS**

RECEIVED  
SEPTEMBER 18, 2026

**SCHOOL MEMORANDUM**

No. 171, s. 2026

To: Deputy Directors  
Chief Administrative Officers  
School Parent Teacher Association  
Young Artists  
All School Office Personnel

**DISSEMINATION OF THE BHSA STUDENT HANDBOOK**

1. This Office announces the conduct of the **Dissemination of the BHSA Student Handbook** to ensure that all learners are properly informed of the policies, rules, procedures, rights, responsibilities, and support mechanisms governing their experience as members of the BHSA community.
2. As a residential public secondary school for young artists, BHSA provides a learning environment that extends beyond the classroom to include **studios, rehearsal and performance spaces, dormitories, school activities, off-campus engagements, online spaces, and other school-related activities**. It is therefore essential that learners understand the standards of conduct and mechanisms established to promote a safe, inclusive, respectful, and supportive environment.
3. The dissemination shall likewise orient learners on the **new and updated provisions of the Student Handbook**, including provisions aligned with **DepEd Order No. 006, s. 2026, or the Guidelines on Ensuring a Safe and Motivating Learning Environment (ESMLE)**. The Order provides a harmonized framework for protecting learners and ensuring their safety and well-being in school.
4. Given the residential and arts-centered nature of BHSA, particular attention shall be given to provisions concerning **dormitory life, learner safety, child protection, mental and psychosocial well-being, gender sensitivity and Safe Spaces, responsible digital behavior, artistic collaboration and professional conduct, reporting and referral mechanisms, and disciplinary procedures**.
5. The dissemination shall be conducted through the learners' **homeroom or ESP period for one (1) hour**, with class advisers and subject teachers



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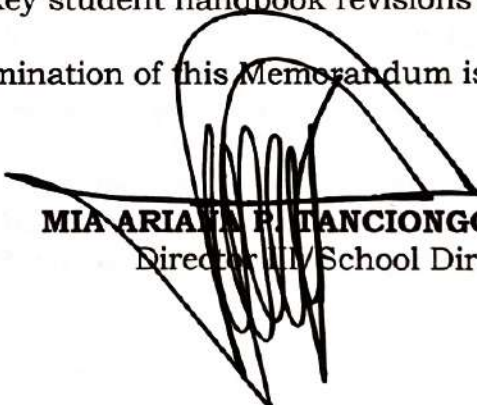
coordinating to ensure that all learners receive and understand the essential provisions of the Handbook.

The dissemination shall be conducted during a **one-hour Homeroom or ESP period** according to the following schedule:

| Date               | Grade Levels          | Duration | Venue/Period           |
|--------------------|-----------------------|----------|------------------------|
| September 23, 2026 | Grades 7, 8, and 9    | 1 hour   | Homeroom or ESP Period |
| September 24, 2026 | Grades 10, 11, and 12 | 1 hour   | Homeroom or ESP Period |

6. See attached enclosure for key student handbook revisions and updates.

7. Immediate and widen dissemination of this Memorandum is desired.

  
**MIA ARIANA P. TANCIONGCO, PhD**  
Director III / School Director

Encl.: As stated  
To be indicated in the Perpetual Index  
Under the following subjects  
PROGRAM HANDBOOK SCHOLARSHIP  
RULES LEARNERS



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(Enclosure A)

**KEY STUDENT HANDBOOK REVISIONS & UPDATES**

To ensure consistency across all grade levels, the concerned Student Affairs personnel shall particularly discuss the following provisions:

**A. Learner Rights and Responsibilities**

Student-artists shall be reminded of their rights to a safe, respectful, inclusive, and supportive learning environment, as well as their corresponding responsibility to observe school policies, respect the rights of others, and contribute to a positive school community.

**B. Safe and Motivating Learning Environment**

The updated Handbook incorporates principles consistent with **DepEd Order No. 006, s. 2026**, including the school's responsibility to promote learner safety, dignity, well-being, participation, and protection from harm. The framework applies to learning environments under the school's jurisdiction.

Teachers and non-teaching shall emphasize that safety standards apply not only inside classrooms but also in **studios, rehearsal spaces, performance venues, dormitories, online spaces, school activities, and off-campus activities connected with the school.**

**C. Child Protection and Anti-Bullying**

Student-artists shall be reminded that **physical, verbal, psychological, sexual, and other forms of abuse, violence, bullying, harassment, discrimination, and exploitation** are not tolerated.

The school's child protection and anti-bullying mechanisms shall be explained, including where and how learners may seek assistance or report concerns. DepEd's Child Protection Policy requires schools to protect learners from abuse, violence, exploitation, discrimination, bullying, and other forms of abuse.

**D. Safe Spaces and Gender-Responsive Conduct**

The Handbook includes provisions promoting **gender-sensitive, respectful, and inclusive interactions** among learners and between learners and personnel.



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Student-artists shall be reminded of appropriate behavior in classrooms, dormitories, studios, rehearsals, performances, online spaces, and other school-related settings, including the importance of respecting personal boundaries and avoiding gender-based sexual harassment and other inappropriate conduct.

**E. Mental Health and Psychosocial Support**

Student-artists shall be informed of available **guidance, health, psychosocial, and referral mechanisms** and encouraged to seek appropriate assistance when experiencing emotional distress, interpersonal difficulties, bullying, harassment, or other concerns affecting their well-being.

**F. Dormitory Life and Learner Welfare**

Given BHSa's residential nature, Student-artists shall be reminded of the rules concerning:

- dormitory conduct and shared spaces;
- safety, cleanliness, and personal responsibility;
- privacy and respect for fellow residents;
- visitors and access protocols;
- delivery and receiving procedures, including applicable delivery hours;
- gadget and game-use regulations;
- RFID/access-related requirements;
- weekend and dormitory arrangements;
- health and wellness concerns; and
- cooperation with dormitory personnel and school authorities.

**G. Responsible Digital Citizenship**

Student-artists shall be reminded that responsible conduct extends to **social media, messaging platforms, online communities, and other digital spaces** connected with school activities.

The Handbook emphasizes responsible use of technology, protection of personal information, respectful online communication, and avoidance of online conduct that may cause harm to another learner or member of the school community.

**H. Safe Artistic Collaboration and Professional Conduct**

Because BHSa is an arts-focused institution, Student-artists shall be oriented on appropriate conduct during:



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- rehearsals;
- productions and performances;
- artistic collaborations;
- exhibitions;
- workshops and masterclasses;
- interactions with visiting artists and external partners; and
- off-campus artistic engagements.

Student-artists shall be reminded about **consent, personal boundaries, respectful collaboration, professional behavior, and safety in artistic spaces.**

#### **I. Reporting, Referral, and Grievance Mechanisms**

The dissemination shall identify the appropriate school personnel or offices where learners may report concerns or request assistance.

Student-artists shall be encouraged to report concerns involving **bullying, abuse, harassment, threats, violence, discrimination, mental health concerns, dormitory issues, and other matters affecting their safety and welfare.**

Reports shall be handled through appropriate school procedures, with due regard for confidentiality, child protection, and the rights of all parties.

#### **J. Student Discipline and Due Process**

Student-artists shall be oriented on the school's disciplinary framework, including prohibited acts, corresponding interventions or sanctions, and applicable procedures.

Particular emphasis shall be placed on **serious/grave violations** involving violence, threats, weapons, gross misconduct, endangerment of others, and other acts that may compromise the safety of the BHSA community.

The Handbook shall serve as the school's primary reference for the applicable disciplinary rules and procedures, consistent with relevant DepEd policies.

#### **K. Learner Accountability and School Community Responsibility**

The Handbook shall be presented not merely as a list of prohibitions but as a guide for building a **safe, respectful, inclusive, and motivating community.**



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All Student-artists are expected to understand that maintaining a safe school environment is a shared responsibility involving learners, teachers, advisers, school personnel, parents/guardians, and the school administration.

