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

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SCHOOL MEMORANDUM
No. 194, s. 2026

RELEASED
29 OCT 2026

ADDENDUM TO SCHOOL MEMORANDUM NO. 153, S. 2026 ADDITIONAL GUIDELINES ON MEAL PROTOCOL, CANTEEN OPERATING HOURS, AND MONITORING OF LEARNERS' MEAL INTAKE

To: Deputy Directors
Chief Administrative Officers
Chief Education Program Specialist
Non-Teaching and Teaching Personnel
Young Artists
Parents and Guardians
All Others Concerned

1. In addition to School Memorandum No. 153, s. 2026, entitled *"Observance of Meal Protocol,"* the following guidelines are hereby issued to further promote proper nutrition, healthy eating habits, and the overall well-being of learners.

   All learners are reminded to strictly observe the designated meal schedule stated in the original memorandum:

Meal	Serving and Consumption Time
Breakfast	**06:00 A.M. – 07:15 A.M.**
Lunch	**11:30 A.M. – 12:45 P.M.**
Dinner	**06:00 P.M. – 07:15 P.M.**

   Learners are strongly encouraged to consume their meals during the designated periods to meet their nutritional needs and maintain their energy for classes, rehearsals, training, and other school activities. Teachers, advisers, and concerned personnel are likewise encouraged to consider these schedules when planning school-related activities.

2. The school canteen shall operate only during the following hours:

   - **Morning:** 8:00 AM – 10:30 AM
   - **Afternoon:** 2:00 PM – 4:00 PM

   Learners who need to visit the canteen during class hours must secure a **Canteen Pass or a written authorization from their respective subject teacher** before

leaving the classroom. Learners are expected to follow this procedure to avoid unnecessary class interruptions.

3. The Health and Nutrition Unit shall strictly monitor learners' meal intake, particularly during lunchtime, to identify those who may need nutrition support and counseling.

   If a learner is observed to have skipped lunch for **two to three consecutive occasions**, the Health and Nutrition Unit shall send a letter to the learner's respective homeroom adviser requesting assistance in facilitating nutrition counseling. If no improvement is observed after counseling, a letter shall be sent to the learner's parent or guardian for proper coordination and to discuss appropriate measures to encourage regular meal consumption and address possible concerns affecting the learner's eating habits.

4. All teachers, homeroom advisers, and concerned personnel are encouraged to support the implementation of these guidelines by reminding learners to eat their meals on time, observe the designated meal schedule, and comply with the canteen pass requirement. They are also requested to coordinate with the Health and Nutrition Unit regarding learners who consistently skip meals or may require further assistance.

5. Effective immediately, **food deliveries from outside establishments or individuals will no longer be allowed within the school premises**. This policy is implemented to protect the health and safety of BHSA learners. Food prepared outside the school is not routinely inspected or monitored by the school's Health and Nutrition Unit for proper food handling, sanitation, and safety. **Consuming food from unverified sources may increase the risk of foodborne illnesses and gastrointestinal discomfort.**

6. All other provisions of **School Memorandum No. 153, s. 2026**, particularly the observance of the designated meal schedule and food safety guidelines, shall remain in effect. This addendum shall serve as a supplement to the original memorandum.

7. For concerns and inquiries, please contact Louisa Dawn A. de Guzman, Nutritionist-Dietitian I of Student Affairs Division, through louisadawn.deguzman@deped.gov.ph.

8. For strict compliance and wide dissemination.

MIA ARIANA F. TANCIONGCO, PhD
School Director / Director III

To be indicated in the Perpetual Index

Under the following subjects:

LEARNERS MEALS ACTIVITES
CANTEEN BREAKFAST LUNCH DINNER

SA10/SA 05 OCTOBER 9, 2026