



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

April 25, 2024

DIVISION MEMORANDUM

No. \_\_\_\_\_ s. 2024

**IMMEDIATE PREVENTIVE AND PRECAUTIONARY MEASURES  
AGAINST KIDNAPPING IN RESPONSE TO A REPORTED INCIDENT OF  
ATTEMPTED KIDNAPPING TRANSPIRING AT CORTES, BOHOL ELEMENTARY  
SCHOOL**

To: All Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office disseminates the incident relative to the **Attempted Kidnapping**, happening in a certain **Elementary School of Cortes Bohol**, where two (2) unidentified individuals calling the attention of a certain pupil, employing a ploy to get inside the black van to meet accordingly the pupil's mother in Tagbilaran City.
2. To prevent the occurrence of the same incident to any of our learners, the following **Immediate Preventive and Precautionary Measures** shall be observed, to wit:
  - a. School heads shall remind learners in all grade levels to refrain from heeding to any invitation, ploy or machinations from strangers or unidentified individual/s.
  - b. School security personnel must be instructed to be vigilant and observant to any school visitors particularly in their demeanors and strange behaviors inside school campus.
  - c. Report to police authorities any suspicious transactions/movements which may engender in the mind of any concerned individual the possibility of committing any felonious acts or violations by a stranger or unidentified individual/s.
  - d. Never allow outsiders inside school premises without proper identification, authority or valid reason to be allowed entry.
  - e. Never allow learners to go out from school premises without an identified adult companion, nor allow to go home without their parents or guardian, in emergency cases.
  - f. Always situate learners in their respective classrooms or within school premises safely in the entire duration of school hours.

- g. Contact or call parents/guardians in cases when a learner is left alone in school after class hours or dismissal.
  - h. Class advisers must check attendance before classes, after recess and before dismissal to ascertain the presence or absence of learners. Possibly inquire the learner's reason/s of absence, if any.
  - i. School heads / teachers must devise an approach not to cause any fear or trouble in the mind of our learners regarding this concern to ensure safety and security.
  - j. Other measures deemed necessary to prevent incidents of Kidnapping.
3. In case of any suspicious event, please contact **Tagbilaran Police Station** through their **HOTLINE Numbers 0906 746 4252 and 091262442**.
4. Immediate and wide dissemination of this Memorandum is desired.

**WILFRERDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent