



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

18 July 2024

DIVISION MEMORANDUM

No. **4.87** s. 2024

COMPUTATION OF CLASS ORGANIZATION AND TEACHER REQUIREMENT ANCHORED ON MATATAG-BASED PLANNING PARAMETER

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Unit/Section
Heads, Public Elementary and Secondary Schools
In-Charge, ALS Learning Centers
All Others Concerned

1. In preparation for the **Beginning of School Year (BoSY) 2024-2025**, the School Governance and Operations Division through the Planning and Research Section reminds public school heads and the in-charge of ALS learning centers to use the **MATATAG-Based Planning Parameter** in the computation of class organization and teacher requirement using the actual enrollment (warm bodies).

MATATAG-based Planning Parameter

Level/Class	Standard Class	Teacher Requirement
Kindergarten	25 learners or a maximum of 30 learners per session	1 teacher for 2 sessions
Multigrade Classes (MG)	maximum of 25 learners for 2 consecutive grade levels (Grades 1 & 2, Grades 3 & 4, and Grades 5 & 6) except kindergarten	1 teacher per class consisting of 2 consecutive grade levels or 3 teachers for every MG school except kindergarten
SPED Non-Graded (Elem/JHS)	maximum of 15 learners per class	1 teacher per class
Grades 1-2	30 learners per class maximum of 35 learners	1 teacher per class
Grade 3	30 learners per class maximum of 35 learners	5 teachers for every 4 classes or 5:4 as specialization factor
Grades 4-6	40 learners per class maximum of 45 learners	5 teachers for every 4 classes or 5:4 as specialization factor
Grades 7-10	40 learners per class maximum of 45 learners	5 teachers for every 4 classes or 5:4 as a specialization factor



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Grades 11-12	maximum of 40 learners	9 teachers for every 6 classes or 9:6 as specialization factor
ALS	75 learners	1 teacher per 75 learners

- For queries, please contact Mrs. Marife R. Lagar, Planning Officer III, through email at marife.lagar@deped.gov.ph or planning.tayabas@deped.gov.ph.
- Immediate dissemination of and compliance with this Memorandum is enjoined.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: None

References: Beginning of School Year (BoSY) 2024-2025

To be indicated in the Perpetual Index

Under the following subject

MATATAG-BASED PLANNING PARAMETER

SGOD – computation of class organization and teacher requirement
SGOBO6RD-001302/July 18, 2024