



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
GRACEVILLE ELEMENTARY SCHOOL
BRGY. GRACEVILLE, SAN JOSE DEL MONTE CITY

September 08, 2021

SCHOOL MEMORANDUM
NO. 056 s.2021

To: Teachers
All concerned

GUIDELINES FOR BEST IN CLASSROOM FOR SY 2021-2022

1. This office crafted, finalized, and implement the Guidelines for BEST in Classroom for SY 2021-2022.
2. The guidelines aim to sustain classrooms for conducive learning environment.
3. Attached herewith is Enclosure No. 1 of this Memorandum.
4. For information and guidance.


DIANALYNIA A. PALAGANAS PhD
Principal II



School ID: 162503
Address: Graceville Ave. Brgy. Graceville, City of San Jose del Monte, Bulacan
Telephone No.: (044)307-0131 • Website: <http://depedgracevillees.weebly.com>
Email Address: 162503.sjdmc@deped.gov.ph





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Enclosure No. 1

CRITERIA FOR ROOM EVALUATION

A. ROOM DECORATION (70 POINTS)

1. SIGNBOARD of the entrance of the room identifying the grade/section of learners and name of teacher-adviser (5 points)
2. A framed copy of the CLASS SCHEDULE displayed in the door in the classroom at the eye level (5 points)
3. Presence of CHALKBOARD properly framed on the wall facing class (5 points)
4. A picture of the five macro skills of language (listening, speaking, reading, writing & viewing) and alphabets above the blackboard; DepEd & GOVERNMENT OFFICIALS or NATIONAL HEROES at the back of the wall (7 points)
5. COLOR OF THE ROOM not glaring to the eyes (5 points)
6. Clean CHAIRS (5 points)
7. Presence of DICTIONARY/TEACHING GUIDES/MELCs or K to 12 CURRICULUM GUIDE/ LESSON PLAN or WHLP/ SUMMATIVE TEST FOLDER/LAC JOURNAL etc. on the teacher's table (7 points)
8. CLEAN FLOOR (5 points)
9. WALL VASES & healthy potted PLANTS inside the classroom (5 points)
10. A display of SCHOOL RULES & REGULATIONS (5 points)
11. Presence of CLASS TRACKING SYSTEM: Enrolment, No. of chairs, Vision, Mission, Cleaners for today, Achievers, B-day of the month etc. (6 points)
12. Appropriated display of SAYINGS " Honesty is the Best Policy" or " Juan Time is on Time" (5 points)
13. Well-arranged furnitures (5 points)

B. ROOM STRUCTURING (20 POINTS)

1. Well- structured Reading Area
2. Well- structured NDEP (National Drug Education Program) Corner
3. Well- built ceiling, doors, and windows it must be safe to the learners
4. Updated Bulletin Boards

C. ASSIGNED AREA (10 POINTS)

1. It should be clean and planted with flowering plants and medicine plants (if applicable) ; with properly labeled garbage/trash bins

TOTAL POINTS EARNED-100%

SPECIAL AWARDS

Best Classroom

Sustained Classroom of the Year

Innovative Classroom

Most Organized Classroom



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