



Republic of the Philippines  
Department of Education  
Region V (Bicol)

## SCHOOLS DIVISION OF LIGAO CITY

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February 29, 2016

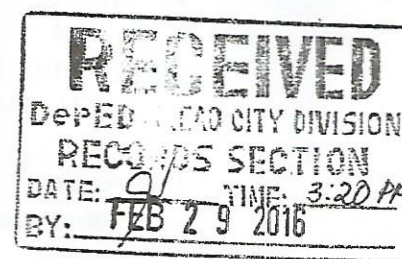
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### DIVISION MEMORANDUM

No. 18, s. 2016

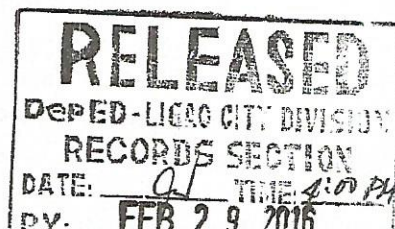
#### ADMINISTRATION OF SCHOOL READINESS YEAR-END ASSESSMENT (SReYA) FOR KINDERGARTEN S.Y. 2015-2016

To: Chiefs, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary School Heads  
All Concerned



1. Pursuant to DepED Order No. 9, s. 2015, (School Calendar for School Year 2015-2016), this office announces the administration of **School Readiness Year-End Assessment (SReYA)** for Kindergarten on **March 10-11, 2016**. Said activity is intended to assess children's readiness across the different developmental domains.
2. To ensure uniformity in the conduct of assessment, please be guided with DepEd Order No. 5, s. 2013. Functions and important reminders to all concerned are stated on Enclosure 1.
3. Expenses relative to the conduct of the activities (preparation of materials and other incidental expenses) shall be charged against local funds/MOOE fund subject to usual accounting and auditing rules and regulations.
4. Different forms needed for the submission of reports (Form 1 – **Pupil Scoring Sheet**, Forms 2-A & 2-B or **School SReYA Report**, Forms 3 – A & 3 – B or **District SReYA Report**, and District Consolidated Form), shall be downloaded from our website ([www.depedligaocity.net](http://www.depedligaocity.net)).
5. For information, guidance and compliance of all concerned.

MARIA LUISA P. SAMANIEGO  
Asst. Schools Division Superintendent  
Office In-Charge



## FUNCTIONS AND IMPORTANT REMINDERS IN THE ADMINISTRATION OF SReYA

1. The conduct of SReYA shall be on March 10-11, 2016.
2. The test is not intended to assess teacher's performance but as basis for providing appropriate instructions, assistance and interventions to Grade 1 entrants.
3. In the administration, the Kindergarten Teachers as room examiners must:

### Before the Test:

- Prepare all necessary materials before the assessment
  - a. SReYA Tool (1-30 item test)
  - b. Form 1 – Pupil Scoring Sheet
  - c. Test Materials

### During the Test

- Avoid coaching the children during the conduct of SReYA.
- Be child-friendly.
- Give instructions clear enough to be understood by the child.
- Allow some time for a child to respond. However, proceed to the next item if the child is unable to answer or perform as required.
- Administer all items.

### After the Test

- Record result per item on pupil scoring sheet (Form 1): one (1) for every skill exhibited/correct answer given, zero (0) for skills unperformed/incorrect answer.

4. SReYA shall be administered using mother tongue.
5. Group Test shall be administered first followed by individual test.
6. It shall be administered at the end of each school year in addition to the Early Childhood Care Development (ECCD) checklist which is given three times a year.
7. Materials shall be taken care of by kindergarten teachers. Expenses relative to the preparation of materials shall be charged to local funds/MOOE subject to usual accounting rules and regulations.
8. Form 1(Pupil Scoring Sheet) shall be accomplished by the Kindergarten teachers and to be submitted to the School Head a day after the test.
9. The School Head, through the assistance of the School Kindergarten Coordinator will then accomplish the Form 2 – A and Form 2 – B which shall then be submitted together with the Form 1 to the District Testing Team for consolidation.
10. The District Team headed by the PSDS, assisted by School Heads and the District Kindergarten Coordinator shall accomplish Form 3-A, 3-B, and the District Consolidated Report Form.
11. Accomplished report shall be submitted in two copies for the SGOD and EPS – Kindergarten on or before March 21, 2016.



**FORM 2 –A**  
School SReYA Report

Name of School \_\_\_\_\_

Kindergarten Class or Section	Enrolment	No. of Cases/Takers	Scores/	
			1-10	11-30

**FORM 2-B**

ITEM ANALYSIS	
5 Most Learned Item	5 Least Learned Item

**FORM 3-A**  
District SReYA Report

Name of Schools	Enrolment	No. of Cases	Scores	

**FORM 3-B**

ITEM ANALYSIS	
5 Most Learned Item	5 Least Learned Item

**FORM 1**  
**PUPIL SCORING SHEET**

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DISTRICT CONSOLIDATED REPORT  
LIGAO DISTRICT[illegible]

Check and Verified:

Public Schools District Supervisor