



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

August 21, 2024

**SCHOOLS DIVISION MEMORANDUM**

No. 281, s. 2024

**ADMINISTRATION OF SPECIAL NEEDS ASSESSMENT TOOLS  
FOR LEARNERS WITH DISABILITIES (LWDs)**

To: Assistant Schools Division Superintendent  
CID Chief Education Supervisor  
Schools Division Coordinator for Inclusive Education  
All Public Elementary and Secondary Schoolheads  
All Others Concerned

1. This Office announces the administration of Special Needs Assessment Tools for Learners with Disabilities (LWDs) through the SNED Assessment Tools developed by the Department of Education-Regional Office III, through the Curriculum and Learning Management Division (CLMD) on September 2 to 6 and 9 to 13, 2024.
2. The assessment aims to:
  - a. provide Special Education Teachers (SPET) with valuable insights into the unique needs, strengths and challenges of each learner including academic skills, cognitive abilities, socio-emotional development and adaptive functioning;
  - b. guide SPET to develop personalized plans that address the specific needs of each learner;
  - c. identify specific areas where learners may require additional support or accommodations and select evidence-based interventions that align with the learner's individualized needs and learning objectives; and
  - d. make informed decision about instructional adjustments, modify goals as needed and ensure that learners are making meaningful progress toward achieving their educational objectives.
3. In determining the learners who will undergo assessment, consider the comments/recommendations of the receiving teachers or SPET and seek the approval of the parents/guardians.
4. The tools consist of Behavioral Assessment, Developmental Assessment and Learning Competencies Checklist. The first tool to be utilized is the Behavioral Assessment which may be administered initially within six (6) weeks of the opening of classes and any time the behavior is manifested/exhibited.
5. The Developmental Assessment Tool shall be administered to learners who may exhibit developmental delays or have manifestations particular to a specific difficulty/ies, while the LCC shall only be given after the Behavioral



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-001 Rev.03 (01.31.20)

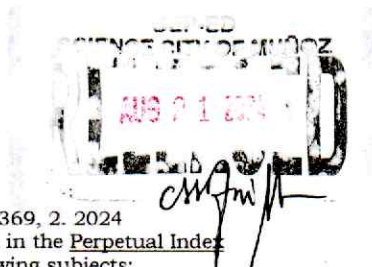


Republic of the Philippines  
**Department of Education**

REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

Assessment Tool (BAT) and Developmental Assessment tool (DAT) were administered.

6. School SNED Coordinator and SNED receiving teachers who attended the orientation on July 19, 2024 must assist the regular/general education teachers and other receiving teachers in their school, who will also utilize the tools for learners exhibiting special needs.
7. The assessment tools may be accessed through Google Drive link <https://rb.gy/af9b99>.
8. All schools are required to submit a consolidated result on or before September 16, 2024 through the Google link that will be provided.
9. Enclosed is the Regional Memorandum No. 369, s. 2024 titled Utilization of the Special Needs Assessment Tools for Learners with Disabilities (LWDs) for the information and guidance of all concerned.
10. For queries and concerns, you may contact the Schools Division Coordinator for Inclusive Education, Joanna Marie D. Torda, through her email address: [joannamarie.torda@deped.gov.ph](mailto:joannamarie.torda@deped.gov.ph) or cellphone number 09171529632.
11. Immediate and wide dissemination of this Memorandum is earnestly desired.



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: as stated  
Reference: RM 369, 2. 2024  
To be indicated in the Perpetual Index  
under the following subjects:

UTILIZATION OF SNED ASSESSMENT TOOLS FOR LWDs

CID/SDC-JDT- Administration of SNED Assessment Tools  
03/August 21, 2024



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)

DSCM-QMS-QMR-QSF-001 Rev.03 (01.31.20)