

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTERIO NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

July 26, 1978

MEC O R D E R  
No. 24, s. 1978

STANDARDS FOR THE ORGANIZATION AND  
OPERATION OF NURSERY CLASSES

To: Bureau Directors  
Regional Directors  
Coordinator, State Colleges and Universities  
Schools Superintendents  
Heads of Private Schools, Colleges and Universities

1. Section 2 of Commonwealth Act 180, the Definition of Forms in the Manual of Regulations for Private Schools, Seventh Edition and Department Order No. 60, s. 1975, describe and provide guidelines on the organization of courses from the kindergarten to college level. Recently, however, certain private schools offered courses lower than kindergarten which they call nursery or pre-kindergarten. Organizational and operational procedures for this level have to meet certain standards.

2. Inclosed is a set of standards for the organization and operation of nursery classes for the information and guidance of those concerned.

3. Immediate dissemination and implementation of the contents of this Order is desired.

(SGD.) JUAN L. MANUEL  
Minister of Education and Culture

Incl.:  
As stated

Reference: Department Order: (No. 60, s. 1975)

Allotment: 1-2-3-4 (D.O. 1-76)

To be indicated in the Perpetual Index  
under the following subjects:

~~CLASSES~~  
~~ORGANIZATION~~

~~RULES & REGULATIONS~~  
~~SCHOOLS~~







(Inclosure to MEC Order No. 21, s. 1978)

**STANDARDS FOR THE ORGANIZATION AND OPERATION  
OF NURSERY OR PRE-KINDERGARTEN CLASSES**

1. Definition: Nursery or pre-kindergarten refers to that level of education below kindergarten.
2. Admission Age: Children admitted to nursery or pre-kindergarten classes must be at least three years but not more than four years old.
3. Class size: A maximum of fifteen children must compose a nursery or pre-kindergarten class.

4. Teacher Qualification:

A nursery or pre-kindergarten class must be managed by a teacher who has the following basic qualifications:

- a. A BSEEd graduate or its equivalent preferably with concentration on early childhood education or pre-elementary education.
- b. Must have taken courses or attended seminar/workshops in pre-elementary education.

5. Class hours:

a. Nursery schools are expected to follow the school calendar of the Ministry of Education and Culture.

The Nursery classes should meet at least two hours daily, either in the morning or in the afternoon, five days a week. A typical schedule for a pre-kindergarten class may be as follows:









Work Time	45 minutes
Outdoor Playtime	20
Use of toilet	5
Play	15
Snack Time	10
Rest Time	10
Story Time	15
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	120

6. Class activities and experiences. The daily program includes the following types of activities:

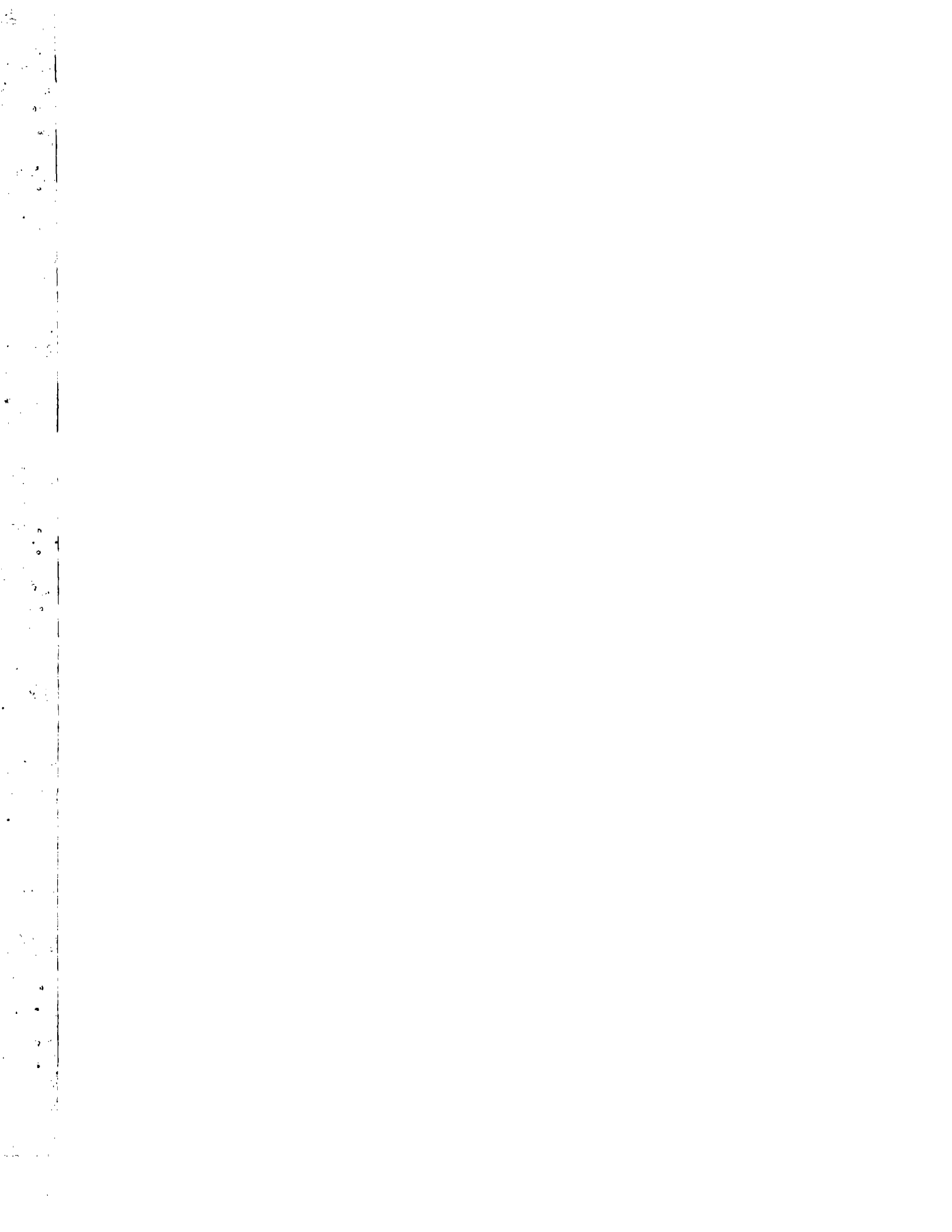
a. Free-choice activities indoors. During this period, children are free to participate in any of the following:

- 1) Art projects which may either be creative or pre-planned
- 2) Block-building using different sizes and shapes
- 3) Table games like picture jigsaw puzzles, dominos and other games involving manipulation
- 4) Dramatic play. This may consist of single "house play" or special themes such as hospital, grocery stores, beauty parlor, post office or any activity engaged in
- 5) Reading. Pictorial books should be available for borrowing during this period.

b. Teacher-guided activities:

- 1) Whole-group activities. These activities include routines as well as story-time, music, and group learning experiences.







- 2) Outdoor activities. This period includes use of wheel toys, swings, and climbing and balancing equipment, and for water play, and gardening.

## 7. Structure of Environment.

- a. Nursery school children must be housed in a classroom with an area of at least 7 x 9 meters situated in a 500-1,000 square meter lot.
- b. Toilet and washing facilities must be adequate enough to serve the number of enrollees.
- c. Hazards to safety of small children must be looked into, i.e. wells, diggings, stairways, pools, electric installations, etc., to minimize or eliminate accidents.
- d. The classroom should be so structured as to include learning or activity centers or areas, such as the following:
  - 1) Listening Speaking and acting area
  - 2) Reading corner
  - 3) Housekeeping area
  - 4) Aesthetic center
  - 5) Work area
  - 6) Health/Cleanliness area
  - 7) Playground





