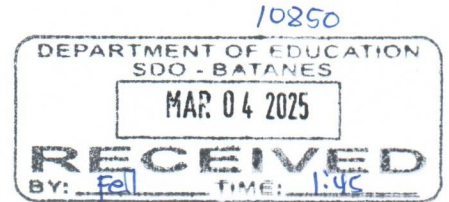




Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES
YAWRAN BARRIO SCHOOL
ITRAYAT RATANES



1st Indorsement
March 3, 2025

Respectfully forwarded to the Schools Division Superintendent, **ALFREDO B. GUMARU, JR., EdD, CESO V**, Schools Division of Batanes, Basco the herein basic communication of **Mrs. Cheryl C. Benarao**, Teacher I of this school asking permission to seek transfer from her official station Yawran Barrio School to Mayan Elementary School for his information and appropriate action.


JENY F. E. TELMO
T-II/ Teacher In-charge



Address: Sitio Yawran Brgy. San Rafael, Itbayat, Batanes
Contact No.: 09204215454
Email Address: yarwanbarrioschool@deped.gov.ph
Facebook: Yawran Bo.Sch



Republic of the Philippines
Department of Education
REGION II-CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES
YAWRAN BARRIO SCHOOL
SAN RAFAEL, ITBAYAT, BATANES

February 26, 2025

ALFREDO B. GUMARU JR, EdD, CESO V

Schools Division Superintendent
Office of the Schools Division Superintendent
Basco, Batanes

(Thru Channels)

Sir:

Greetings!

I am writing to express my intent to seek transfer from my current school, Yawran Barrio School to Mayan Elementary School. I have learned from a reliable source that Mrs. Mercy B. Escoto of Mayan Elementary School has applied for transfer at Diptan Elementary School, which may create a vacancy at the school.

Reasons for the transfer request:

1. I have been teaching in a multigrade classroom for almost 7 years. I have been commuting from my residence to my workplace during this time. Last April 2022, I had a miscarriage of my second child. The long commute, which can take up to an hour each way, has been a source of concern, as I am worried about the possibility of a similar incident occurring again. I feel unsafe during my travel time.
2. I have a young 9-year-old daughter who is in crucial stage of her learning and development. I believe that she needs my care and guidance, and it would be challenging for me to attend to her needs if I continue working at Yawran Barrio School.
3. My father is ill, and my mother is the sole caregiver. As the only sibling left to take care for them, transferring to a school closer to my home would allow me to spend more time with my family and aging parents after work.

I fervently hope and wish for your consideration of my request. If granted, I will forever grateful for your understanding of my situation and the opportunity to transfer to Mayan Elementary School. This move would significantly improve my work-life balance and allow me to better support my family during this time.

Thank you for your time and attention to this matter. I look forward to your response.

Sincerely,


CHERYL C. BENARAO
Teacher I