



Republic of the Philippines  
**Department of Education**  
Region III  
**SCHOOLS DIVISION OF PAMPANGA**

June 23, 2025

DIVISION MEMORANDUM

No. 385, s. 2025

**ACTIVATION, RENEWAL AND MONITORING OF SCHOOL SPORTS CLUB IN  
BOTH PUBLIC AND PRIVATE SCHOOLS FOR SY 2025-2026**

To: Assistant Schools Division Superintendents  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public/Private Elementary and Secondary School Heads  
All Others Concerned

1. With reference to the DepEd Memorandum No. 005, s. 2023 and Executive Order No. 64, s. 1993, this office adheres to the **“Sports for All”** policy which mandates the DepEd to make physical fitness and sports accessible to all, regardless of age, gender, talent, and capabilities, in all organized sports competitions. Anent to this, **monitoring of the schools’ sports club shall commence beginning July 1, 2025, onwards.**
2. This program aims to assess and continuously manage functions vis-a-vis if progress is made in achieving expected results, activate sports club and provide coaching seminars that must be attended by respective coaches based on conducted needs analysis. Activation, renewal and monitoring of school sports club objectives:
  - 2.1. To provide a step-by-step guide to schools, school districts, and regions in developing, implementing, evaluating, and improving the Sports Club Program.
  - 2.2. To provide student-athletes, faculty and staff the opportunity for instruction and participation in a wide variety of sports of which one may develop sound, lifelong leisure value.
  - 2.3. Offer training workshop for those school that has follow standard protocol in making sports club active in every school.
  - 2.4. To secure funds, facilities and equipment necessary to learn and practice skills in some flagship sports of the Division.
  - 2.5. To inform School Principals, teachers and parents about the activities of the sports club to gain their support.
3. All school sports clubs must be duly recognized by the Schools Division Office. Only student athletes certified as members of the school-based sports clubs shall be allowed to participate in the School/District and/or Municipal/Cluster/Division/Regional/ Palarong Pambansa Sports Program activities.
4. Monitoring of the school’s sports club and its scheduling shall be facilitated by the Chief Education Supervisor, Division Sports Officer and Technical Assistant of School Sports Division together with the Public Schools District Supervisors (PSDSs) in coordination with the principals/PRISAP



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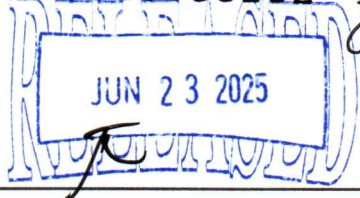
Zonal\Manager and School Sports Coordinators.

5. In line with the activation, renewal and monitoring of the School Sports Club, registration form, SSC form 1 & form 2 (as attached) shall be submitted to the SGOD Planning and Research Office – Schools Sports Division Unit beginning August 1, 2025.
6. Schedule of activities is provided for your guidance and reference.

Schedule of Activities	
Timeline	Activity
June - July 2025	Activation, Renewal of School Sports Club
July - October 2025	Monitoring of School Sports Club for Technical Assistance APALIT, MASANTOL, MACABEBE, MINALIN, STO. TOMAS, SAN SIMON (July 2025) ARAYAT, BACOLOR, MAGALANG, PORAC (August 2025) CANDABA, MEXICO, SAN LUIS, STA. ANA (September 2025) FLORIDABLANCA, GUAGUA, LUBAO, SASMUAN, STA. RITA (October 2025)
August 2025	School Intramurals
September 2025	Drafting of Potential Athletes for the District/ Congressional/ Zonal Meet
September 2025	District/ Congressional/ Zonal Meet
October 2025	Sports Refresher Training Course for Teacher coaches and Officiating Officials of the Different Sports Events/
November 2025	Sectorial/ Inter – Zonal/ Congressional District
January 2026	Pampanga Schools Division Athletic Association Meet (PaSDAAM)
February 2026	Intensive Training for Central Luzon Regional Athletic Association Meet (CLRAA)
March 2026	Central Luzon Regional Athletic Association Meet (CLRAA)
April 2026	Intensive Training for 2026 Palarong Pambansa
May 2026	2026 Palarong Pambansa Agusan Derl Sur

7. Immediate dissemination is hereby enjoined.

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**ROMEO M. ALIP PhD, CESO V**  
Schools Division Superintendent



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**BUREAU OF LEARNER SUPPORT SERVICES**

**FORM SSC.1: SCHOOL SPORTS CLUB REGISTRATION FORM**

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

A. Basic Information			
<b>Region</b>	III	<b>Division</b>	PAMPANGA
<b>Name of School</b>			<b>School ID</b>
<b>Address</b>			
<b>Email address (if any)</b>			<b>Telephone No.</b>
<b>Website URL (if any)</b>			
B. School Profile			

## C.Sports Club

### C.1 Mandatory Sports

At least **three out of six mandatory sports**; however you may establish any preferred sports club.  
Add rows if necessary.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

### C.2 Preferred Sports

Add rows if necessary.

- |    |     |
|----|-----|
| 1. | 7.  |
| 2. | 8.  |
| 3. | 9.  |
| 4. | 10. |
| 5. | 11. |
| 6. | 12. |

### Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

<b>Sports Club Coordinator</b>	
<b>Signature</b>	
<b>Date</b>	

Certified by:

<b>Principal/Officer-in-Charge</b>	
<b>Signature</b>	
<b>Date</b>	

Verified by:

<b>Division Sports Officer</b>	
<b>Signature</b>	
<b>Date</b>	

This form is not valid if not signed.

**Required Attached Document:** Accomplished Form SSC.2 School Sports Club Attachment Form



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**FORM SSC.2: School Sports Club Attachment Form**

INSTRUCTIONS: Input the necessary details. Indicate N/A if not applicable.  
**DO NOT ABBREVIATE.**

**I. SPORTS CLUB INFORMATION**

*Create a copy of this page if four or more sports clubs are being offered. Add rows and columns if necessary.*

<b>Sport's Club Name:</b>	
<b>Established Date:</b>	
<b>Sports Club Facilitator/s:</b>	
<b>Sports Club Member/s:</b>	
<b>Members' Name</b>	<b>Grade Level</b>

<b>Sport's Club Name:</b>	
<b>Established Date:</b>	
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<b>Sport's Club Name:</b>		
<b>Established Date:</b>		
<b>Sports Club Facilitator/s:</b>		
<b>Sports Club Member/s:</b>		
<b>Members' Name</b>		<b>Grade Level</b>





## II. PROGRAMMING

Put the preferred time schedule. Add rows and columns if necessary.

Time	Sports Club	Mon	Tues	Wed	Thurs	Fri	Sat

Put the preferred time schedule. Add rows and columns if necessary.

Time	Varsity Club	Mon	Tues	Wed	Thurs	Fri	Sat

## III. LIST OF AVAILABLE SPORTS EQUIPMENT AND SPORTS FACILITIES

Tick the box if standard sports equipment and facilities are available and ready to use. Put remarks and add rows if necessary.

Learning Facilities		Remarks
<input type="checkbox"/>	Track and field oval	
<input type="checkbox"/>	Gymnasium / covered court	
<input type="checkbox"/>	Basketball court	
<input type="checkbox"/>	Volleyball court	
<input type="checkbox"/>	Swimming pool	
<input type="checkbox"/>	Football/ softball/ baseball field	
<input type="checkbox"/>	Spacious playing area	
<input type="checkbox"/>	Others: _____ _____	
Sports Equipment		Remarks
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
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<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

#### IV. SPORTS ACTIVITIES, PROGRAMS AND/OR PROJECTS

Give at least (3) three recent activities, programs, projects or any other initiatives implemented related to sports.  
Add rows if necessary.

Activities/Programs/Projects	Date of Implementation
1.	
2.	
3.	

#### Declaration:

I hereby declare the information provided in this application is true and correct and there have been no misleading statements, omission of any relevant facts nor any misinterpretation made.

Prepared by:

<b>Sports Club Coordinator</b>	
<b>Signature</b>	
<b>Date</b>	

Certified by:

<b>Principal/Officer-in-Charge</b>	
<b>Signature</b>	
<b>Date</b>	

Verified by:

<b>Division Sports Officer</b>	JANE P. VALENCIA
<b>Signature</b>	
<b>Date</b>	