



Republic of the Philippines  
**Department of Education**

REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY



27 June 2025

**DIVISION MEMORANDUM**

No. 193, s. **2025**

**ORIENTATION ON SCHOOL SPORTS CLUB (SSC) CUM INTRODUCTION OF THE  
DIVISION SPORTS PROGRAM**

To: Asst. Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The 1987 Philippine Constitution, SECTION 19 paragraph (1) reiterates that the State shall promote physical education and encourage sports programs, league competitions, and amateur sports, including training for international competitions, to foster self-discipline, teamwork, and excellence for the development of a healthy and alert citizenry. Moreover, in paragraph (2) All educational institutions shall undertake regular sports activities throughout the country in cooperation with athletic clubs and other sectors.
2. The Schools Division Office duly recognizes Schools' Sports Clubs in partnership with the accredited School Sports Association (Angeles City Amateur Athletic Association). Only student-athletes certified as members of school-based sports clubs and duly accredited teacher-coaches, asst. coaches, chaperons, and officiating officials shall be allowed to participate in the Division/Regional/National Sports Activities.
3. In this regard, an orientation on School Sports Clubs and Division Sports Program is scheduled for July 7, 2025, from 3:30 pm to 5:00 pm, via MS Teams (the link to be send prior to the day of event).
4. The agenda are as follows:
  1. Division Sports Program;
  2. Accomplishment of the SSC Form 1, and SSC Form 2;
  3. School Inventory of Sports Equipment;
  4. Teacher-Coach Profile;
  5. Training Matrix; and
  6. SSC Constitution and By-Laws.



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7. The participants are the School Sports Advisers of all public elementary, junior high, and senior high schools.
8. Enclosed are the templates for the SSC Form 1, SSC Form 2, and Sports Equipment Inventory.
9. For inquiries, please email your queries at these email address [sportsdivisionac@depedangelescity.com](mailto:sportsdivisionac@depedangelescity.com)
10. Immediate dissemination of this Memorandum is desired.

**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated

Reference: None

To be indicated in the Perpetual Index

Under following subjects:

ATHLETICS  
SPORTS

PYC/EPStv-SGOD/June 27, 2025



Republic of the Philippines  
Department of Education  
**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.**

<b>A. Basic Information</b>			
<b>Region</b>		<b>Division</b>	
<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>B. School Profile</b>			



**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.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

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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**BUREAU OF LEARNER SUPPORT SERVICES**

**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>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<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>
1.	
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10.	

<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>
1.	
2.	
3.	
4.	
5.	

6.	
7.	
8.	
9.	
10.	

## II. PROGRAMMING

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

Time	Sports Club	Mon	Tues	Wed	Thurs	Fri	Sat
Example							
3:00PM-4:00PM	Arnis Sports Club		/				
4:00PM-5:00PM	Chess Sports Club			/			
5:00PM-6:00PM	Sepaktakraw Sports Club					/	

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>	
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Verified by:

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

