



Republic of the Philippines  
Department of Education  
REGION VIII  
Curriculum Implementation Division (CID)  
**SCHOOLS DIVISION OF CALBAYOG CITY**

August 4, 2025

**DIVISION MEMORANDUM**

No. 381, s. 2025

**MONITORING, VALIDATION OF DOCUMENTS AND PROVISION OF TECHNICAL ASSISTANCE TO IMPLEMENTING SCHOOLS FOR SPECIAL PROGRAM IN THE ARTS (SPA) and SPECIAL PROGRAM IN SPORTS (SPS)  
CUM PROJECT "SPA" and PROJECT "SPS"**

TO : Public School District Supervisors/District in-Charge  
Elementary and Secondary School Heads (Public and Private)  
District MAPEH Coordinators  
All Others Concerned

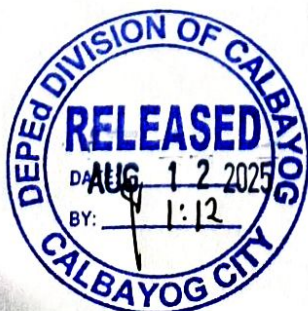
1. In reference to the D.O. No. 46, s. 2012 and Unnumbered DM Implementing Guidelines for SPA which envision to develop talented and excellent young artists with potentials and talents in the Arts and D.O. 25, s. 2015, an Implementing Guidelines in Sports which envision to holistically develop and excellent sports enthusiasts, this office thru the CID-MAPEH in support with SGOD through M & E will conduct a year-round monitoring, validation of documents for application on SPA/SPS and provision of technical assistance to implementing schools for Special Program in the Arts and Special Program in the Sports *under the banner Project "SPA" (Sagubay san Pagsaburak san "ARTS") and Project "SPS" (Sagubay san Pagsaburak san "SPORTS")* in the entire division. Attached is SPA application checklist (Enclosures No. \_\_, D.M. No. \_\_ s. 2025). Following is the list of implementing schools with corresponding schedules and activities but subject to change and adjustment from August 4, 2025 to September 30, 2025.

DISTRICT	IMPLEMENTING SCHOOLS	SCHEDULE OF MONITORING/SUBMISSION/ VALIDATION & TECHNICAL ASSISTANCE
CALBAYOG 1	1. Carayman NHS 2. Carayman CES	August 20, 2025@9AM-12NUN August 20, 2025@2PM-5PM
CALBAYOG 2	1. Calbayog Pilot CES 2. Bagacay IS 3. La Milagrosa Academy	August 19, 2025 @9AM-12NUN August 19, 2025 @ 2PM-5PM September 11, 2025@ 9AM-12NUN
CALBAYOG 3	1. Calbayog City SPED Center 2. Calbayog City NHS	August 12, 2025 @ 9AM-12NUN August 12, 2025 @ 2PM-5PM Sept 16, 2025@ 9AM-12NUN



	3. Christ the King College Elementary & Secondary	Sept 16, 2025@ 2PM-5PM
	4. Calbayog Christian Faith Academy (CCFA)	September 30, 2025 @ 2PM-5PM
CALBAYOG 4	1. Calbayog East CES 2. Tabawan IS- Elementary and Secondary	August 12, 2025 @ 8AM-12NUN August 12, 2025@ 2PM-5PM
CALBAYOG 5	1. San Policarpo NHS 2. San Policarpo CES	August 4, 2025 @ 2PM-5PM August 7, 2025 @ 2PM-5PM
CALBAYOG 6	1. Trinidad NHS 2. Trinidad CES	August 19, 2025 @ 8AM-12AM August 19, 2025 @ 8AM-12AM
OQUENDO 1	1. Oquendo NHS 2. Oquendo CES	August 8, 2025 @ 8AM-12PM August 8,2025 @ 1PM-5PM
OQUENDO 2	1. Tarabucan NHS 2. Tarabucan CES 3. Mag-ubay NHS 4. Mag-ubay CES	August 13, 2025 @ 9AM-12NUN August 13,2025 @ 2PM-5PM August 14,2025 @ 9AM-12NUN August 14,2025 @ 2PM-5PM
OQUENDO 3	1. Macatingog IS Elem & Sec	Sept 3, 2025 @ 9AM 12NUN
TINAMBACAN 1	1. RLMSF 2. Tinambacan CES	Sept 5, 2025 @ 9AM-12NUN Sept 5, 2025 @ 2PM-5PM
TINAMBACAN 2	1. San Joaquin NHS 2. San Joaquin CES	Sept 23, 2025 @ 9AM-12NUN Sept 23, 2025 @ 2PM-5PM
TINAMBACAN 3	1. Malaga NHS 2. Malaga CES	Sept. 18, 2025@ 9AM-12NUN Sept. 18, 2025 @ 2PM-5PM

2. The activities aim to:
  - A. Monitor the status of implementing schools on SPA and SPS through application checklist tool and guidelines.
  - B. Validate on the submitted documents in the application for Special Program in the Arts and Special Program in the Sports (SPS).
  - C. Provide technical assistance for effective SPA and SPS implementation.
3. The following are evaluators and participants of the said activity:
  - A. Evaluators:
    1. CID Chief
    2. SGOD Chief
    3. SGOD M & E
    4. CID TA Focal
    5. CID LR EPS/Artist Expert
    6. EPS MAPEH/SPA/SPS
  - B. Participants:
    1. Concerned School Head & SPA Focals
    2. Stakeholders (GPTA President/Committee on Educ'n)
4. Food, transportation other expenses incurred during the activity shall be charged against BEC Fund/school MOOE/Local Funds subject to the usual auditing and accounting rules.
5. Immediate dissemination and compliance with this Memorandum are desired.



**MARGARITO A. CADAYONA JR. PhD, CESO VI**  
 Officer in-charge  
 Schools Division Superintendent



Republic of the Philippines  
**Department of Education**

23 JUN 2015

DepEd ORDER  
No. **25**, s. 2015

**IMPLEMENTING GUIDELINES ON THE SPECIAL PROGRAM IN SPORTS (SPS)**

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors  
Regional Directors  
Schools Division Superintendents  
Heads, Public and Private Secondary Schools

1. To address the needs of talented students in the different sports disciplines, the Department of Education (DepEd) shall implement the Special Program in Sports (SPS) in regular high schools, which have the capacity to implement and sustain the program in terms of trained teachers, facilities and equipment.
2. In view of this, the DepEd issues the enclosed **Implementing Guidelines on the Special Program in Sports (SPS)** for the information and guidance of secondary school heads who wish to offer the SPS.
3. All other provisions of DECS Memorandum No. 242, s. 2000 entitled *Implementing Guidelines for the Pilot Testing of the Special Sports Program at the Secondary Level* and DepEd Order No. 46, s. 2012 entitled *Policy Guidelines on the Implementation of the Special Curricular Programs at the Secondary Level*, Item No. 3, which are inconsistent with these guidelines, are hereby rescinded.
4. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encl.:

As stated

References:

DECS Memorandum: (No. 242, s. 2000)

DepEd Order: Nos. 54, s. 2010; 28 and (46, s. 2012)

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

FUNDS

POLICY

PROGRAMS

RULES AND REGULATIONS

SCHOOLS

SPECIAL EDUCATION

SPORTS

Madel: SPS

0367-June 16, 2015

DepEd Complex, Meralco Avenue, Pasig City 1600 ☎ 633-7208/633-7228/632-1361 ☎ 636-4876/637-6209 1 www.deped.gov.ph



**Department of Education  
Bureau of Secondary Education**

**IMPLEMENTING GUIDELINES  
ON THE SPECIAL PROGRAM IN SPORTS (SPS)**

**1. Program Description**

The Special Program in Sports (SPS) was originally conceived to address the needs of talented students in different sports disciplines and to identify and create a pool of athletes who will be trained to compete in national and international sports competitions.

However, in the course of program implementation, there was a paradigm shift that elevated SPS to a higher degree of social relevance. The program is now envisioned to equip SPS graduates for employment or higher learning in the field of sports and related areas.

**2. Subject Nomenclature**

The specialization subject shall be written in the report card as "Special Program in Sports: (Specialization)."

**3. Program Objectives**

- 3.1 To enhance athletic potential;
- 3.2 To prepare learners for work or higher learning; and
- 3.3 To achieve school-sport balance;

**4. Curriculum Design**

4.1 The school shall offer a four-year curriculum based on the K to 12 Basic Education Program with specialization in sports.

4.2. In addition to athletics and/or swimming, which are the basic sports requirements, the school shall offer any DepEd-approved sports or any of the following sports (a minimum of five individual/dual sports and three team sports):

***Individual/Dual Sports***

Archery, Amis, Badminton, Chess,  
Gymnastics, Table Tennis,  
Taekwondo, Tennis

***Team Sports***

Baseball, Basketball, Football,  
Sepak Takraw, Softball,  
Volleyball

- 4.3 The Independent Cooperative Learning (ICL) sessions must be devoted to provide support to the student-athletes' academic subjects.

**5. Time Allotment**

The sports specialization shall be offered for 240 minutes per week. Training on the sports specialization may be done outside of class hours.

**6. Admission to the Program**

- 6.1 The SPS shall be open to high school-aged students enrolled in Philippine schools.

- 6.2 The students of the SPS must:

- 6.2.1 have the potential/skills in more than one of the school sports offered;
- 6.2.2 have participated in sports competitions, as attested by the elementary school principal;
- 6.2.3 pass the Physical Fitness test; and
- 6.2.4 submit the following documents upon enrolment:
  - 6.2.4.1 Form 138 (with an Approaching Proficiency level in P.E. and Developing level in any subject);
  - 6.2.4.2 Medical certificate administered by a government physician;
  - 6.2.4.3 Parental consent stating that the student may undergo rigid training in specialized sports; and
  - 6.2.4.4 Certificate of good moral character certified by the elementary school principal.

- 6.3 A Committee on Admission of students shall be organized at the school level to conduct the screening of student-athletes.

- 6.4 The students admitted to the Special Program in Sports shall form a separate section/class.

**7. Transfer to the SPS**

- 7.1 Students who wish to transfer to the SPS shall be admitted provided that they:

- 7.1.1 come from any of the schools implementing the SPS; and

7.1.2 submit the documents required for admission in the program as mentioned in 6.2.4.

7.2 Students who wish to transfer out of the program shall be accepted in the regular program without any deficiency.

**8. Retention to the Program**

8.1 To be retained in the program, a student shall:

8.1.1 maintain a Proficient (85%-89%) level of assessment in the specialized subject and an Approaching Proficiency (80%-84%) level in all other subjects. In cases where the above requirement is not met, a student should be accepted in the regular program, provided, he/she is not at the Beginning level in any learning area;

8.1.2 must not incur absences of more than 20% of the total number of school days;

8.1.3 be physically and mentally fit as evidenced by a medical certificate; and

8.1.4 exhibit good behavior at all times.

**9. Student Support**

To ensure school-sport balance among student-athletes, support will be extended through:

- a. remedial/mentoring on life skills and academic subjects;
- b. regular parent-teacher conference to discuss school performance;
- c. flexible learning delivery in case of training and competition; and
- d. provision of uniforms, meal and transportation allowances, and safety during competition.

**10. Evaluation of Student Performance**

10.1 The SPS shall adopt the new assessment and rating system as provided in DepEd Order No. 8, s. 2015.

10.2 There shall be a pre- and post-performance profile of every student-athlete per sports discipline every school year.

**10.3 Recognition**

To qualify for honors, candidates should be able to meet the criteria prescribed by DepEd in conformity with the latest policies and guidelines pertaining to honor students.



**11. Number of Classes/Size**

The class size shall be a maximum of 45 students. There shall be at least two classes per year level for the SPS.

**12. Teaching Load**

The teaching load shall be determined by the Principal and in accordance with RA 4670 (The Magna Carta for Teachers).

**13. Requirements/Qualifications to Offer SPS**

13.1 The school must be a regular high school that has the capacity to implement and sustain the program in terms of trained teachers, facilities and equipment.

13.2 The school must have:

13.2.1 a track record of winning in sports competitions at the division and regional levels for the past three years;

13.2.2 the standard equipment and facilities of the selected sports being offered by the school or must have access to equipment and facilities available within the community, specifically those contained in the Physical Facilities manual and International Specification, namely:

- 13.2.2.1 track and field oval
- 13.2.2.2 gymnasium/covered court
- 13.2.2.3 basketball court
- 13.2.2.4 volleyball court
- 13.2.2.5 swimming pool
- 13.2.2.6 football/softball/baseball field
- 13.2.2.7 spacious playing area
- 13.2.2.8 sports equipment

13.2.3 the following maximum number of students per sports event:

13.2.3.1	Archery	-	8
13.2.3.2	Amis	-	10
13.2.3.3	Athletics	-	30
13.2.3.4	Chess	-	4
13.2.3.5	Gymnastics	-	11 (5 boys & 6 girls)
13.2.3.6	Racket Games	-	8
13.2.3.7	Sepak Takraw	-	12
13.2.3.8	Swimming	-	20
13.2.3.9	Taekwondo	-	36
13.2.3.10	Team Sports	-	30

**13.3 For its manpower resources, the school shall have:**

**13.3.1 a school head who is a sports enthusiast who shall have the following functions and duties:**

- 13.3.1.1 ensure the effective/efficient implementation of the policies and guidelines regarding the program;**
- 13.3.1.2 organize the faculty and personnel of the sports program;**
- 13.3.1.3 recommend policies/guidelines and budgetary allocations for the improvement of the sports program;**
- 13.3.1.4 supervise the faculty and other personnel concerned in the implementation of the program;**
- 13.3.1.5 link with Non-Government Organizations (NGO), Government Organizations (GO) and other business/private entities to sustain the implementation of the program and obtain fund sources that will augment the DepEd budget for the program; and**
- 13.3.1.6 perform other functions that may be assigned by the Division, Region, and Central Offices related to the sports program.**

**13.3.2 qualified teachers/trainers/coaches in sports who must possess the following qualifications:**

- 13.3.2.1 Bachelor's Degree holder, major in PE/sports;**
- 13.3.2.2 Satisfactory track record of athletic/sports participation (training, coaching, actual playing);**
- 13.3.2.3 Must have a very satisfactory performance rating (for at least two school years);**
- 13.3.2.4 Preferably a winning coach for a year at least in the division level; and**
- 13.3.2.5 Must possess good moral character, unquestionable integrity and commitment.**

**13.3.3 a department head/sports coordinator who is knowledgeable in sports and shall have the following functions and duties:**

- 13.3.3.1 recommends experts to the school principal to handle specific sports events in the absence of a teacher-trainer/coach for valid reasons;**
- 13.3.3.2 assists/helps the principal in the implementation, organization, and supervision of the program; and**



- 13.3.3.3 performs other functions as may be assigned by the school principal.

#### **14. Child Protection**

The Child Protection policy of the DepEd ensures that all schools are conducive to the education of children, taking into consideration the best interest of the learners in all its decisions and actions. The SPS implementing schools with its administrators and teachers are empowered to exercise parental authority and responsibility over its students involved in authorized SPS trainings/activities outside the school.

However, coaches/trainers must secure parental consent for trainings/activities of students outside of school hours and must seek the support and approval of the school principal. Participation in competitions, whether local or international, shall be approved by proper authorities.

#### **15. Procedure for Adoption of the Program**

##### **15.1 The school shall:**

- 15.1.1 prepare the facilities and equipment and identify competent teachers needed to implement the SPS; and
- 15.1.2 file an application to implement the program along with all required supporting documents, to the Schools Division Office (SDO).

##### **15.2 The Schools Division Office (SDO) shall:**

- 15.2.1 assess the school relative to its capabilities to adopt the SPS in accordance with these guidelines;
- 15.2.2 endorse the application of the school to the RO for approval; and
- 15.2.3 assist in sourcing funds for the program.

##### **15.3 The Regional Office (RO) shall:**

- 15.3.1 act on the application of a school to adopt the SPS upon the recommendation of the DO; and
- 15.3.2 submit to the CO the list of schools approved to offer the SPS.

**15.4 The Central Office (CO) shall:**

15.4.1 acknowledge the recognition of the school as an SPS implementer as approved by the RO; and

15.4.2 provide policies and standards for program adoption/implementation of the SPS.

**16. Program Support Fund**

16.1 To improve the quality of teaching and performance of talented secondary school students under the SPS, a developmental fund shall be integrated in the Maintenance and Other Operating Expenses (MOOE) of the schools implementing the SPS.

16.2 The fund shall be used for the following objects of expenditure that are classified as part of MOOE and as reflected in the School/Annual Improvement Plan:

16.2.1 Student development activities such as training, workshop and participation in DepEd-approved festivals, competitions

16.2.2 Procurement of sports supplies, uniform and instructional materials in the different sports areas;

16.2.3 Training of teachers and administrators on relevant topics in sports; and

16.2.4 Participation of teachers in DepEd-sponsored scholarship programs and professional upgrading of teachers, including enrolment in a master's degree program in sports.

16.3 The following items are non-eligible expenditures and shall NOT be allowed under the support fund:

16.3.1 Operational expenses such as utilities (water, electricity, janitorial and security services), which are funded from regular MOOE;

16.3.2 Capital outlay items such as computers; and

16.3.3 Major repairs of equipment and laboratories.

16.4 The school shall liquidate the program development fund at the end of each calendar year.

16.5 After being a recipient of the program support fund for three consecutive years, the school shall subsequently become a lead school in the region and as such,



shall provide assistance to other schools within the division to ensure effective and efficient implementation of the program.

**17. Program Monitoring and Evaluation**

17.1 The Division Office shall undertake progress monitoring twice every SY relative to program implementation;

17.2 The Regional Office shall undertake results monitoring and evaluation relative to program implementation; and

17.3 The Central Office shall supervise the implementation of the program.

**18. Effectivity**

These guidelines shall take effect immediately upon approval by the Secretary of the Department of Education or his official representative.



Republic of the Philippines  
**Department of Education**

**DepED ORDER**  
No. **46**, s. 2012

JUN 1 1 2012

**POLICY GUIDELINES ON THE IMPLEMENTATION OF  
THE SPECIAL CURRICULAR PROGRAMS AT THE SECONDARY LEVEL**

To: Undersecretaries  
Assistant Secretaries  
Bureau/Center Directors  
Regional Directors  
Schools Division/City Superintendents  
Heads, Public Schools

1. As part of the K to 12 Basic Education Program, corresponding revisions have been made on the curriculum of the following Special Programs: Science and Technology, Arts, Sports, Journalism, Foreign Language and Technical-Vocational Education.
2. The program and curriculum standards for the Special Curricular Programs (except for Technical-Vocational Education) may be accessed and downloaded from the Bureau of Secondary Education (BSE) website: [www.bse.gov.ph](http://www.bse.gov.ph).
3. The implementation of the Special Curricular Programs shall be done progressively starting in School Year 2012-2013, by adopting any of the following options:
  - Option 1 - From Grade 7 to Grade 12 starting SY 2012-2013
  - Option 2 - From Grade 9 to Grade 12 starting SY 2014-2015
  - Option 3 - From Grade 11 to Grade 12 starting SY 2016-2017

Schools adopting the Special Curricular Programs for the first time, starting with Grade 7, should coordinate with the Bureau of Secondary Education for compliance with the requirements of the programs.

4. Being career pathways, the Special Curricular Programs take the place of Technology and Livelihood Education (TLE) of the core curriculum. All the other subjects of the core curriculum shall be adopted, including the time allocation as stipulated in DepED Order No. 31, s. 2012. The add-ons to the core curriculum shall be the advance subjects of the Special Programs. Likewise, the schools have the option to further enrich the curriculum, provided that the requirements of the core curriculum and the special curricular programs have been met.

5. Immediate dissemination and compliance with the Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary



Reference: DepEd Order No. 31, s. 2012

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

CURRICULUM

POLICY

PROGRAMS

SECONDARY EDUCATION



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

## CHECKLIST FOR APPLICATION OF SPECIAL PROGRAM IN THE ARTS

Name of School: \_\_\_\_\_  
School Address: \_\_\_\_\_  
Name of School Head: \_\_\_\_\_  
Contact No. of School Head: \_\_\_\_\_  
School Year: \_\_\_\_\_ Date of Application: \_\_\_\_\_

CRITERIA	Evident	Not Evident	Documents Presented	Remarks
1. A financially autonomous regular high school that has the capacity to implement and sustain the program				
2. Is strategically located and surrounded by resources such as libraries, museums, instructional materials as well as local artists and musicians				
3. Has a track record of active participation or winnings in cultural activities/ competitions for the past three years				
4. An administrator who is supportive knowledgeable and interested in the arts				
5. A department head knowledgeable in the arts				
6. Site for an auditorium and additional classrooms to serve as dance studio, drama room, music room, practice rooms, art room with sinks and storage space, and computer rooms				
7. Time Allotment ➤ The arts specialization shall be offered on a 600 minutes weekly time frame				



Address: Government Center, Candahug, Palo, Leyte  
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Website: region8.deped.gov.ph





**Republic of the Philippines**  
**Department of Education**  
**REGION IV-A CALABARZON**

8. Curricular Offering (To be checked by the Regional CLMT) ➤ The curriculum will be the general high school curriculum with strengthened humanities. The general education subjects will be an integral part and will broaden understanding of the arts				
9. Physical Facilities/ Equipment The School implementing this program must have the following facilities and equipment				
➤ 8 classrooms for general education classes for all year levels				
➤ 2 classrooms for music (1 for vocal, 1 for instrumental) with piano and 1 electronics keyboard in each room				
➤ 2 practice rooms with needed instruments (whatever instrumental course offered by the school)				
➤ 1 set of rondalla instruments				
➤ 1 workshop area with sinks and storage space				
➤ 1 drama room				
➤ 1 computer room with 10 computers, 3 printers and 1 scanner				
➤ 1 dance studio with music player and wall to wall mirrors				
➤ 1 special library with adequate print and other non-print (audio video) for the six areas in Arts				
➤ 2 separate dormitories for male and female students				
➤ 8 cassette tape recorders				
➤ 2 VCD or DVD players				
➤ 2 television sets				
➤ 2 VHS players				



**Address:** Government Center, Candahug, Palo, Leyte  
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**Republic of the Philippines**  
**Department of Education**  
**REGION VIII - EASTERN VISAYAS**

➤ 1 slide projector				
➤ LCD Projector				
➤ 2 moving cameras/ 4 still cameras with accessories				
➤ Air-conditioned Media Arts room with complete facilities				
10. Qualification of Implementers				
a. Qualifications of the Administrator				
- Administrators for this program must possess the following:				
➤ Excellent administrative skills				
➤ Supportive and interested in the arts				
➤ Good rapport with the community and local government				
b. Qualification of Teachers				
- SPA teacher must be:				
➤ A BSE or BS graduate (plus 18 units of education) with major in the subject to handled				
➤ A LET passer of any government eligibility				
➤ Trained in Teacher Arts or Literacy Arts (for English and Filipino)				
➤ A holder of Bachelor of music degree or its equivalent or has undergone special training in Music (for Music)				
➤ A practicing artist of art education (for visual Arts)				
➤ A P. E. teacher major in dance (for dance)				
➤ Computer literate, with knowledge in photography, video and film (for media arts)				
➤ Strongly interested in arts				
➤ Willing to be trained				
➤ Committed to implement the program				



**Address:** Government Center, Candahug, Palo, Leyte  
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Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

**Recommendations:**

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**Conforme:**

\_\_\_\_\_  
**School Head**

(signature over printed name)

**Evaluators:**

\_\_\_\_\_  
(signature over printed name and designation)

\_\_\_\_\_  
(signature over printed name and designation)

\_\_\_\_\_  
(signature over printed name and designation)

**Validated by:**

\_\_\_\_\_  
**Chief Education Supervisor**

\_\_\_\_\_  
Date

**Remarks upon validation:**

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**Address:** Government Center, Candahug, Palo, Leyte  
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