



STO. NIÑO PAROCHIAL SCHOOL, INC

Ilocos Sur St., Bago Bantay, Quezon City, Philippines
Tel No: (02) 8926-6292/8926-9580/8926-6181



A.Y. 2024-2025

STUDENT ACTIVITIES PROGRAM

RATIONALE

The **Sto. Niño Parochial School, Inc.** fully recognizes the value of student activities in the development of an integrated and well-rounded personality of students. Hence, the Students Activity Program which is an integral part of the educational system strengthens and compliments the curricular programs of the school. It offers activities and services that enrich and supplement classroom learning designed to meet the spiritual, emotional, social and recreational interests and recreational interests and needs of students.

OBJECTIVES

1. Reinforce knowledge and skills gained in the classroom.
2. Inculcate the values of sportsmanship, leadership and self-confidence.
3. Provide opportunities to develop the virtues of Simplicity, Humility, Obedience, and Wisdom of the Child Jesus.
4. Provide opportunities for students to discover their special talents, abilities and interests.
5. Strengthen the Christian Formation of the students through their involvement in the different religious and cultural activities.

A. STUDENT ACTIVITIES

1. CLUB ORGANIZATION

Every Niñan is a member of a club organization of the school. He/she may join any of the following Clubs:

- 1.1 **RELIGIOUS CLUBS** – aim to prepare both male and female members for active involvement in apostolic work in the school and in their parishes by assisting in liturgical and para-liturgical services.
 - Ministry of Lectors and Commentators
 - Altar Servers



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- SNPS Choir

1.2 **CO-CURRICULAR CLUBS** – aim to supplement the academic programs outside the classroom which provides the members with activities and exposures on latest

innovations and trends. The clubs are also venues for the development of self-confidence, self-discipline and leadership.

- Math Club
- English Club
- Science Club
- Chef Society
- Reading Club

1.3 **CULTURAL/PERFORMING ARTS CLUBS** – aim to develop appreciation for worthwhile and recreational activities through dance and music. These provide opportunities for each member to enhance his/her self-confidence and self-expression through creative performances on stage.

- Dance Club
- Drum & Lyre
- Teatro

1.4 **SPORTS CLUBS** – aim to develop among the members the basic skills and values inherent in sports; provide practice exercises to sharpen their skills and give opportunities to develop sportsmanship and camaraderie through varied sports activities.

- Badminton
- Table Tennis
- Chess
- Volleyball
- Basketball



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1.5 **CIVIC/SERVICE CLUBS** – aim to be a venue for the Niñans to be model of discipline and to be of service for the welfare of the students and the school community.

- Student Coordinating Body (SCB)
- Young Journalist
- Girl Scouts of the Philippines
- Boy Scouts of the Philippines
- Peer Facilitator

2. STUDENT MEMBERSHIP

2.1 CLUB

Club membership is required for all students from Grades 4 to 12.

2.1.1 An interest test will be given to all Grade 4 -12 students to determine their official club.

2.1.2 Students shall be required to pay 150.00 pesos as their club membership fee to be used as fund for each club.

2.1.3 Students shall be encouraged to join at least two clubs depending on the availability of the Club and the approval of the APC.

a. A student with more than one club membership shall be graded by his/her

major club, while the rest shall be considered as Auxiliary Clubs.

b. A student should not hold position as SCB President, Scout Overall Patrol Leader at the same time.

2.1.4 No student shall be allowed to transfer from his/her official club unless the APC permits him/her.

2.1.5 Students shall be graded based on the following criteria:

Attendance	-	40%
Behavior	-	30%
Performance	-	<u>30%</u>
		100%



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Only the letter grade equivalent for activities will appear on the card.

90 – 100	-	Outstanding (O)
85 – 89	-	Very Satisfactory (VS)
80 – 84	-	Satisfactory (S)
75 – 79	-	Fairly Satisfactory (FS)
74 below	-	Needs Improvement (NI)

2.1.6 Students shall faithfully attend the club meetings and participate actively during club activities.

2.2. QUALIFICATIONS

Students should meet the required qualifications for the following:

2.2.1 CLASS OFFICERS

- must have an academic grade not lower than 82% and a conduct grade not lower than 85% in all subjects in the final grade.
- must have a good moral character with no disciplinary record.
- must have the ability to lead his/her classmates and can control his/her class.
- must have a strong conviction and high sense of leadership and responsibility.

2.2.2 STUDENT COORDINATING BODY (SCB)

- Legitimate duly elected class officers.
- Composition of Officers:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Auditor
 - Business Manager
 - Public Relation Officer
 - Assistant Secretary
 - Assistant Treasurer



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Representatives – grade 4,5,6,7,8,9,10,11, 12 students

c. All candidates shall have at least one year residency in SNPS

d. Candidates shall have the following qualities

a. good leadership

b. good communication skills in both written and oral

2.2.3 VARSITY

a. must have an academic grade not lower than 80% in all subjects and a conduct grade not lower than 85% from first to third trimester.

b. must have a good moral character with no disciplinary record.

c. must undergo the following levels:

- Try-outs
- Training pools

d. must submit a medical certificate and consent from the parents.

e. must submit the accomplished Varsity Agreement Form to the APC Office.

f. must have an attitude of sportsmanship

g. must religiously attend the scheduled trainings.

2.2.4 CLUB MODERATOR

a. The moderator must be a member of the school community.

b. A faculty member, staff member or administrator of the school may serve as a

moderator provided that he/she has knowledge and skills on the club/organization.

c. Selection of a moderator is through the mutual consent of the:

- (1) proposed moderator
- (2) Subject- Area Coordinator
- (3) Activity and Program Coordinator
- (4) School Principal
- (5) School Director

d. The APC and the principal should jointly and periodically review the moderator's



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performance and mutually agree to the moderator's continuance in that position.

2.2.4.1 Duties and Responsibilities of a Club Moderator

- a. Meets Club members on a regular basis.
- b. Set club Objectives, Constitution and by-laws and other codes to make the club functional.
- c. Prepares activities that would be undertaken by the club.
- d. Facilitates the implementation of the planned activities for the club.
- e. Set guidelines and policies for membership in the club.
- f. Evaluated the performance of each club members and issue grades according to criteria prescribed.
- g. Coordinate with the APC regarding the activities of the club.

3. ACTIVITY GUIDELINES

3.1 SCHOOL PROGRAMS

- a. Teacher in-charge of holding an activity must first submit an Activity proposal which includes the objectives and schedule of activities noted by the APC approved by the Principal/Director. Approved and reservation must be at least a week before the projected date of the activity.
- b. Teacher in-charge should be responsible in the execution of the activity and must strictly follow the prescribe time.
- c. Teacher in-charge must conduct and submit the result of the evaluation after each activity.
- d. Teacher in-charge must submit the list of winners/participation to the APC office after the said activity.

3.2 CLUBS

- a. Club meeting is every Wednesday of the month (2nd and 4th Wednesday of the month)



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b. During club activity, all members shall be in their respective club venues. Any student caught by the monitoring brigade not in his/her respective club venue shall be charged of CUTTING CLASSES.

3.3 IN-CAMPUS ACTIVITIES (practices/rehearsals)

a. Teacher in-charge must fill out the form noted by the APC approved by the Academic Coordinator and Principal, three days before the scheduled activity.

b. Teacher in-charge will give the list of names of excused students to the subject teachers.

c. After class hour practices are not allowed provided that the adviser/subject teacher will supervise the students and students shall have a consent from parents.

d. The teacher in-charge is responsible for the welfare of the students.

3.4 VARSITY TRAINING

a. Coach must fill out the form noted by the APC approved by the Principal.

b. Coach must submit the approved form to the Guard on duty.

c. Varsity trainings must follow specific time schedule from 4:00 – 5:45 pm.

d. Coach must supervise the training and must be responsible for the welfare of the players.

e. Varsity players shall change their training attire into school uniform before leaving the school.

3.5 OFF-CAMPUS ACTIVITIES (competitions, seminar, camping)

a. Teacher in-charge must fill out the form noted by the APC approved by the Principal/Director one week before the scheduled activity.

b. Teacher in-charge is responsible for the letter to parents and submits the reply slip to the APC Office.

c. Teacher in-charge must coordinate the result of the activity and must submit the form to the APC office.

d. The teacher in-charge is responsible for the welfare of the students.

3.6 SATURDAY AND OVERNIGHT ACTIVITIES



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- a. Teacher in-charge submits one week in advance a written request as well as the names of students to the APC for recommendation and approval of the Principal/Director.
- b. Approved requests must be coordinated with Prefect of Discipline, and Security Officer.
- c. Teacher in-charge must accompany the students or else students would be denied to enter.
- d. Teacher in-charge shall notify the parents through letter permit and collects the reply slips.
- e. Students are allowed to use only the facility assigned to them and held responsible for any damage.
- f. Students are not allowed to leave the school prior to the scheduled time unless being fetched by their parents/guardians.

3.7 FIELD TRIP

- a. Students are required to join the field trip from ECE to Grade 10.
- b. The adviser will notify the parent through letter indicating the date and the itineraries of the field trip.
- c. The adviser will collect the reply slip signed by the parents on the prescribed date.
- d. Orientation is given to the students by the APC, Prefect of Discipline and the Class adviser prior to the scheduled date
- e. Adviser/Subject Teachers/APC are responsible of the welfare of the students.
- f. Students are expected to observe proper behavior during the trip.

3.8 CAMPUS MINISTRY AND PASTORAL ACTIVITIES

- a. All students are required to attend the scheduled outreach, retreat and recollection of the school.
- b. Class orientation/briefing are given by the CL teachers/Pastoral Minister and the Prefect of Discipline prior to the scheduled date.
- d. Parents' consent is necessary for the above activities.
- c. Teacher in-charge and the CCF staff will accompany the students during the activities.



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e. Students are expected to observe proper decorum at all times.

4. EVALUATION

One of the purposes of evaluation is either to remedy the deficiencies found or observed in the execution of the activity or come up with a better and improved program. It is imperative therefore, that an assessment of the Student Activity Program be undertaken. Hence, evaluation instruments have been designed for the program, activities, and for club moderators.