



FEB 15 2010

DepEd ORDER
No. **12**, s. 2010

**GUIDELINES ON SCHOOL CLUSTERING FOR THE DEPLOYMENT
OF FULL-FLEDGED SCHOOL HEAD ITEMS**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents


1. After four (4) consultative workshops with concerned groups, guidelines on school clustering are proposed in support of School Based Management (SBM). The guidelines are as follows:

- a. All schools or school clusters without a full-fledged School Head shall be provided with an appropriate full-fledged School Head item;
- b. The clustering of schools shall be done only for schools headed by a Teacher in Charge (TIC) within the district based on proximity, accessibility, and number of teachers;
- c. A cluster of at least three (3) schools with a total of at least six (6) teachers shall be entitled to a Head Teacher item; and
- d. A cluster of at least three (3) schools with a total of at least nine (9) teachers shall be entitled to a Principal item; and
- e. A disadvantaged, inaccessible, isolated island/mountain school may not form part of a school cluster. As a stand alone school, it shall be treated as a special case and shall be entitled to a Head Teacher upon the recommendation of the Schools Division Superintendent.

2. All divisions are requested to submit to the Office of the Assistant Secretary for Planning Service the following documents as bases for the giving of School Head items:

- a. List of clustered schools to be headed by a Head Teacher
- b. List of clustered schools to be headed by a Principal I;
- c. List of disadvantaged, inaccessible, isolated island/mountain schools to be headed by a Head Teacher (format enclosed).

3. Immediate dissemination of and compliance with this Order is directed.


RAMON C. BACANI
Undersecretary



Encl.:

As stated

Reference: 1—(D.O. 50-97)

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

OFFICIALS
POLICY
SCHOOLS

R: Sally - deployment of full-fledged school head items
January 20, 2010

