



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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**To: HEADS OF PROVINCIAL EDUCATION DEPARTMENTS
CC: HEADS OF PROVINCIAL CURRICULUM BRANCHES
PROVINCIAL LTSM MANAGERS
DISTRICT DIRECTORS AND LTSM OFFICIALS
SCHOOL PRINCIPALS**

CIRCULAR S8 OF 2016

VERIFICATION, CONFIRMATION AND SIGNING OFF OF LIST OF SCHOOLS CONTAINING LEARNER NUMBERS AND LANGUAGES TO INFORM PRINTING AND DELIVERY OF 2018 WORKBOOKS

The Department of Basic Education (DBE) will continue to print and deliver workbooks to all public schools, including special schools for the 2018 academic year.

The following workbooks will be delivered to schools for the 2018 academic year:

- Grade R workbooks in 11 languages;
- Grades 1-6 Home Languages in all languages;
- Grades 1-3 Mathematics in Language of Learning and Teaching (LoLT);
- Grades 4-9 Mathematics in English and Afrikaans; and
- Grades 1-6 First Additional Languages in English.

On 30 August 2016, the DBE sent out Circular S5 of 2016 to inform the Sector about the plan to reduce the number of workbook titles by not printing and distributing Grades 1 to 3 Life Skills workbooks for the 2018 academic year and beyond until additional funds are allocated for this project.

The printing and delivery of workbooks is informed by the data received from Provinces, and signed off by Provincial Heads of Education Departments.

For the workbooks to be at schools as from the first day of school in the 2018 academic year, printing and delivery has to be executed in 2017.

Below is the 2017 Workbook Printing and Delivery Plan for 2018 school academic year:

- Submission of the Signed off data by Provinces by 31 March 2017;
- Analysis and correction of data of data received from provinces by 28 April 2017;
- Printing of Volume 1 Workbooks by 30 June 2017;

- Printing of Volume 1 Workbooks by 30 June 2017;
- Delivery of Volume 1 to Schools by 29 September 2017;
- Printing of Volume 2 workbooks by 29 September 2017;
- Delivery of Volume 2 to Schools by 30 November 2017; and
- Remedial delivery by 28 February 2018.

During the delivery of workbooks for the 2017 school year, provision was made for schools to indicate shortages and language changes on the proof of delivery (PoDs) notes and to report these through the Call Centre number: 086 100 4357. Based on the information captured on the PoDs and from the Call Centre records, learner statistics and languages in some schools have been revised to provide a base data set for 2017 deliveries.

Kindly provide the most up to date information on the attached CD or provide a new data set in a similar format, indicating languages and physical addresses for new schools. The signed off data set from provinces must be forwarded for attention of Mr A Subban, Director: Learning and Teaching Support Materials at the DBE Offices on or before **31 March 2017**.

Provinces are requested to ensure that accurate data is provided for all Grades R-9 public schools, including Special Schools, to avoid wrong language deliveries and shortages. Closed and merged schools must be indicated on the data.

The DBE urges provinces to consider data for newly established schools and to avoid ad hoc requests when learning and teaching has started.

You are kindly requested to bring Circular S8 of 2016 to the attention of the Curriculum Branch Heads, Provincial and District LTSM Managers, District Directors and School Principals.

Yours sincerely



MR/HM MWELI
DIRECTOR-GENERAL
DATE: 12/11/2016