



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 S31 OF 2022

REQUEST FOR DATA TO INFORM PRINTING AND DELIVERY OF WORKBOOKS FOR 2024 ACADEMIC YEAR

The Department of Basic Education (DBE) will continue to print and deliver workbooks to all public schools, including special schools for the 2024 academic year.

The following workbooks will be delivered to schools for the 2024 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 1-3 Life Skills
- Grades 4-9 Mathematics in English and Afrikaans; and
- Grades 1-6 First Additional Languages in English.

As in the previous years, the printing and delivery of workbooks is informed by the data received from provinces. The workbooks for 2024 academic year will be delivered according to the signed off learner statistics received from provinces.

For the workbooks to be at schools as from the first day of school reopening in the 2024 academic year, printing and delivery has to be executed in 2023.

Below is the 2023 Workbook Printing and Delivery Plan for 2023 school academic year:

- Submission of the Signed off data by Provinces by 31 March 2023;
- Analysis and correction of data of data received from provinces by 28 April 2023;
- Printing of Volume 1 Workbooks by 30 June 2023;
- Delivery of Volume 1 to Schools by 29 September 2023;
- Printing of Volume 2 workbooks by 30 September 2023;
- Delivery of Volume 2 to Schools by 30 November 2023; and
- Remedial delivery by 28 February 2024.

During the delivery of workbooks for the 2023 academic 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 2024 deliveries.

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 to avoid ad hoc requests when learning and teaching has started.

Kindly provide the most up to date information on the 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 the attention of Mr SA Tlhabane, Chief Director: Mathematics, Science and Technology and Enhancement of Programme at the DBE office on or before **31 March 2023**.

It would be greatly appreciated if the content of Circular S31 of 2022 is brought to the immediate attention of all Heads of Provincial Curriculum sections, Provincial Learning and Teaching Support Materials (LTSM) Managers, District Directors, District LTSM officials and School Principals.

Yours sincerely



MR HM MWELI
DIRECTOR-GENERAL
DATE: 15/11/2022