



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

Private Bag X895, Pretoria, 0001, Sol Plaatje House, 222 Struben Street, Pretoria, 0002, South Africa
Tel.: (012) 357 3000, Fax: (012) 323 0601, www.education.gov.za

Ref no : C-1982-05/11/2015
Enquiries : Mr M Tshitema
Tel : 012 357 4196
Fax : 012 323 5175
Email : Tshitema.M@dbe.gov.za

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

CIRCULAR S17 OF 2015

VERIFICATION, CONFIRMATION AND SIGNING OFF OF LIST OF SCHOOLS CONTAINING LEARNER NUMBERS AND LANGUAGES TO INFORM PRINTING AND DELIVERY OF 2017 WORKBOOKS

The Department of Basic Education (DBE) will continue to print and deliver workbooks to all public schools, including special schools for the 2017 academic year.

The following workbooks will be delivered to schools for the 2017 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;
- Grades 1-6 First Additional Languages in English; and
- Grades 1-3 Life Skills in LoLT.

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 reopening in the 2017 academic year, printing and delivery have to be executed in 2016.

Below is the 2016 Workbook Printing and Delivery Plan for 2017 school academic year:

- Submission of the Signed off data by Provinces by 31 March 2016;
- Analysis and correction of data of data received from provinces by 30 April 2016;
- Printing of Volume 1 Workbooks by 30 June 2016;
- Delivery of Volume 1 to Schools by 30 September 2016;
- Printing of Volume 2 workbooks by 30 September 2016;

- Delivery of Volume 2 to Schools by 30 November 2016; and
- Remedial delivery by 28 February 2017.

During the delivery of workbooks for the 2016 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 2016 deliveries.


Kindly verify and confirm the list 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, The Director: Learning and Teaching Support Materials at the DBE Offices on or before **31 March 2016**.

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

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 S17 of 2015 to the attention of the Curriculum Branch Heads, Provincial and District LTSM Managers, District Directors and School Principals.

Yours sincerely



MRS PT TYOBKA
ACTING DIRECTOR-GENERAL

DATE: 09 November 2015