



Province of the
EASTERN CAPE
EDUCATION

OFFICE OF THE SUPERINTENDENT GENERAL

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Date: 01 October 2020

TO: DISTRICT DIRECTORS

**CHIEF EDUCATION SPECIALISTS LD & SSS, LABOUR and IDS&G
DEPUTY DIRECTORS
CMC HEADS
CIRCUIT MANAGERS
SCHOOL PRINCIPALS
SCHOOL MANAGERS
SCHOOL GOVERNING BODIES**

**CC: DEPUTY DIRECTORS-GENERAL
CLUSTER CHIEF DIRECTORS**

FROM : SUPERINTENDENT GENERAL

**SUBJECT: INSTRUCTION NOTE NO 48 - MANAGEMENT AND REPORTING PROTOCOLS OF
COVID-19 FLARE-UPS AT SCHOOLS**

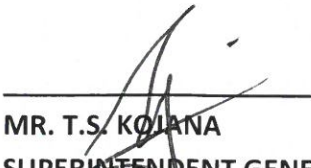
1. BACKGROUND

There are some schools that have been experiencing COVID-19 outbreaks since the move to Level 1 of the Lockdown. The majority of the schools that have experienced these COVID-19 Outbreaks are in Joe Gqabi, Chris Hani West and Chris Hani East Districts. The rest of the Districts are not immune to the outbreaks. The purpose of this Instruction Note is for schools, circuits, district offices and head offices to be more vigilant during this period, to monitor and ensure that all COVID-19 protocols are complied with; and to report suspected and confirmed COVID-19 cases immediately to ECDoE and to the Department of Health.

2. INSTRUCTION

- Notes and Standard operating procedures on COVID-19 Prevention and Management.
- School Principals are hereby instructed to report all cases of Persons Under Investigation (PUIs) and learners who have tested positive for COVID-19 **within 24 hours to their nearest Department of Health facility and to the office of the District Director** following the District protocols on reporting.
- The reporting must include total number of cases tested positive in the school, current active cases, recoveries and fatalities.
- District Directors are instructed to report the same information from schools to the Cluster Chief Directors and copy the Chief Director: LD & SSS, Ms Futshane at the Provincial Office for immediate intervention.
- The District Directors are further instructed to ensure that the CES: LD & SSS are part of the District teams in the Joint Operations Committees (JOC) and must ensure reports on all incidents of COVID-19 outbreaks and related health or psychosocial outbreaks are submitted to the Province immediately.
- District Based Support teams are instructed to ensure that a report on Psycho-social services provided to learners and educators are submitted every Monday by 13h00 to the Province for the attention Ms Mthenjana at buseka.mthenjana@ecdoe.gov.za
- District Directors are hereby instructed to ensure that this communication reaches all officials and public schools immediately.
- Principals, teachers and non-teaching staff are to ensure that COVID-19 protocols are observed at all times in classrooms, outside classrooms and at school hostels (public and private).

Kind regards



MR. T.S. KOJANA
SUPERINTENDENT GENERAL

07/10/2020
DATE