



Province of the
EASTERN CAPE
EDUCATION

Education professional Services

OFFICE OF THE SUPERINTENDENT-GENERAL

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REPUBLIC OF SOUTH AFRICA * Website: www.ecdoe.gov.za

CIRCULAR NO. 2 of 2019

**TO : ALL DDGs
ALL CHIEF DIRECTORS
ALL DIRECTORS AT HEAD OFFICE
ALL CLUSTER CHIEF DIRECTORS
ALL DISTRICT DIRECTORS
ALL CIRCUIT MANAGERS
ALL SCHOOL PRINCIPALS AND SGBs**

FROM : THE SUPERINTENDENT GENERAL

DATE : 17 January 2019

**SUBJECT : INSTRUCTIONS ON THE USE OF CCTV/
SURVEILLANCE EQUIPMENT USED IN SCHOOLS IN
RELATION TO AREAS WHERE SERVICES ARE
PROVIDED BY REGISTERED HEALTHCARE AND
SOCIAL SERVICES PROFESSIONALS**

BACKGROUND

It has come to the attention of this office that some Schools have installed surveillance/monitoring devices, in the form of CCTV cameras, (video or video & sound) in professional therapy areas, consulting rooms and sick bays where professionals conduct assessments, therapeutic interventions and provide support to learners and their families.

All Healthcare Professionals, namely Educational Psychologists, Clinical Psychologists, Occupational Therapists, Physiotherapists, Speech Therapists, Audiologists, Speech Therapist Audiologists, Registered Counsellors/Psychometrists, Registered Physiotherapy and Occupational Therapy Assistants/Technicians, Dieticians and Nurses and Social Care Professionals (Social Workers) are obliged by law to comply with the regulations pertaining to privacy and confidentiality, under the Health Professions Council of South Africa (HPCSA), South African Nursing Council (SANC) and the South African Council for Social Service Professionals (SACSSP) respectively.

Any form of surveillance or recording device, either video or video & sound, monitoring these areas, occupied or utilised by professionals, where they conduct screening, assessment and intervention to learners and their families, is an infringement of their ethical practice and legal obligation to provide private and confidential services.

INSTRUCTION

Principals are instructed to:

1. Ensure that designated therapy/professional rooms used by Healthcare and Social Services professionals, do not have any form of surveillance/monitoring or recording devices, in the form of listening devices or CCTV (with sound and/or video) installed.
2. If these professionals have to utilise shared facilities, all forms of surveillance/monitoring should be disconnected for the duration of the sessions. If these cannot be removed/disconnected, then the professional cannot legally perform their duties, and alternative private areas, free of surveillance need to be secured.
3. In the case of Schools having an existing School Policy on the use of CCTV and Surveillance equipment, these policies should be reviewed by the School Management and School Governing Body, with immediate effect, to comply with these instructions.

4. In the case where Schools are developing a policy for the use of CCTV and Surveillance equipment, please ensure compliance with these instructions.
5. Since the School Principal is accountable for incidents in these areas, please ensure there is an Incident Recording Book or system and that professionals are aware of this, particularly professionals who use the facilities occasionally. All professionals are obliged by their professional code of conduct to timeously report and record all such incidents.

It is important that the legal and ethical regulations, related to the registration and professional code of conduct of healthcare and social service professionals providing these services in Schools is respected and complied with, as per this circular.

Your cooperation is highly appreciated.



T.S. KOJANA
Superintendent-General
Department of Education: Eastern Cape Province

28/01/2019
DATE