



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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**TO: HEADS OF PROVINCIAL EDUCATION DEPARTMENTS
DEPUTY DIRECTOR-GENERALS
PROVINCIAL OFFICIALS RESPONSIBLE FOR HOME EDUCATION
DISTRICT DIRECTORS AND OFFICIALS
CIRCUIT MANAGERS
SCHOOL PRINCIPALS
HOME EDUCATION COMMUNITY**

CIRCULAR S14 OF 2020

AN ADJUSTED STRATEGY FOR THE POLICY ON HOME EDUCATION IN THE CONTEXT OF COVID-19

1. Purpose of the circular

- 1.1 To strengthen the effective implementation of the Policy on Home Education during the national state of disaster;
- 1.2 To adjust some policy clauses that affect the implementation of the Policy on Home Education on matters such as the registration of learners for Home Education during the COVID-19 pandemic or any other pandemic that may occur;
- 1.3 Outline the procedures to be followed when registering learners for Home Education; and
- 1.4 To introduce a Joint Liaison Committee (JLC) consisting of representatives of parents, home education associations and interest groups. The JLC shall collaborate with the Provincial Education Departments (PEDs) to deal with operational and administrative issues pertaining to Home Education.

2. Clauses which are being adjusted

- 2.1 **Clause 12(1): No person purporting to provide a learner of compulsory school attendance with an exemption from attendance at a school pursuant**

to section 51 of the Act may implement Home Education without approval by the Head of Department (HOD).

- 2.1.1 Parents shall be allowed to continue educating at home while the PED is processing the application.
 - 2.1.2 For the best interest of the learners, as indicated in section 13(1), conditions for registration of a learner to receive education at home should be adhered to even before approval, while still awaiting the letter from the HOD.
- 2.2 **Clause 12(2)(b): A parent of a learner who is subject to compulsory attendance who chooses to have her or his child educated at home in terms of section 51 of the Act must submit the application by September of the year preceding the year in which Home Education is to commence for the learner. The HOD may allow a deviation from this if the parent can provide sound reasons for the delay in registering the learner for Home Education.**
 - 2.2.1 The PED should allow applications to be submitted even after September until 31 December 2021.
- 2.3 **Clause 13(2): The PED shall conduct a pre-registration Home Education site visit to verify information and provide support where necessary. The parent must notify the PED should there be a change in the location of the Home Education site.**
 - 2.3.1 No physical verification process and site visits shall be conducted until the pandemic situation has normalised. The Province should devise alternative mechanisms of verification and monitoring.
- 2.4 **Clause 14(3): The HOD must take all reasonable steps to respond within 30 days after receipt of the application on the prescribed form.**
 - 2.4.1 Due to the backlog on the applications received due to the lockdown, the 30-days' time frame is lifted until 31 December 2021.
- 2.5 **Clause 20(1): The PED should, as far as it is practicable, monitor the implementation of Home Education**
 - 2.5.1 Clause 20(1): No physical monitoring or Home Education site visits shall be conducted. Instead, the PED should devise alternative mechanisms of verification and monitoring.

3. Process to be followed

- 3.1 Application forms for Home Education are completed electronically and submitted to the provincial offices via email. Parents requiring information on Home Education are directed to the following link <https://www.education.gov.za/Parents/HomeEducation/tabid/406/Default.aspx>. The link contains information on the application process, application forms, list of

officials responsible for Home Education in PED and other resources related to Home Education.

- 3.2 Provincial Home Education officials must create an auto-response to acknowledge receipt of applications and provide an update on the processing of the applications within 30 days.
- 3.3 After verifying the information submitted, parents must be informed of the outcome and a provisional registration letter/ certificate with registration number must be issued.
- 3.4 The PED should send all parents and guardians a copy of the Policy on Home Education and an extract of Section 51 of the South African Schools Act 84 of 1996.
- 3.5 Parents and guardians of applicants should complete the declaration page of the registration form, sign, scan and email the page back to the PED using the details provided.
- 3.6 A letter of provisional registration should indicate that home site visit is subject to the Disaster Management Act.

4. Establishment of the Joint Liaison Committee (JLC)

- 4.1 Each province shall establish a JLC representative of parents, Home Education associations and interest groups to discuss operational and administrative issues pertaining to Home Education.
- 4.2 The independent curriculum service providers shall be represented in the national structure by a number that will be decided by the Department of Basic Education (DBE).
- 4.3 DBE shall appoint and request participants from interest groups to serve in the national team as and when required.

5. This Circular should be read in conjunction with the following Policy documents:

- 5.1 South African Schools Act, 1996 (Act No 84 of 1996), Section 3 and 51; and
- 5.2 Policy on Home Education, 2018.

I thank you in anticipation of your cooperation regarding this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'HM Mweli', written in a cursive style.

MR HM MWELI
DIRECTOR-GENERAL
DATE: 18 DECEMBER 2020