Province of the
EASTERN CAPE
EDUCATION

Iphondo leMpuma Kapa: Isebe leMfundo
Provinsie van die Oos Kaap: Departement van Onderwys
Porafensie Ya Kapa Botjhabela: Lefapha la Thuto

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MEMORANDUM

TO	**CLUSTER CHIEF DIRECTORS** **DISTRICT DIRECTORS** **PRINCIPALS OF ALL SCHOOLS** **CMC MNAGERS** **CIRCUIT MANAGERS** **SCHOOL GOVERNING BODIES**
FROM	**HEAD OF DEPARTMENT: EDUCATION** **MS S A MAASDORP**
SUBJECT	**ILLEGAL WITHHOLDING OF RESULTS / REPORT CARDS**
DATE	**26 OCTOBER 2026**

1. The above matter has reference.

2. This notice is issued in terms of Section 41(7) (d) of the South African Schools Act, 84 of 1996 which provides as follows.
   (7) "A learner may not be deprived of his or her right to participate in all aspects of the programme of a public school despite the non-payment of school fees by his or her parent and may not be victimised in any manner, including but not limited to the following: ***(d) denial of a school report or transfer certificate.***

3. Principals of schools are accordingly reminded of this important section of SASA and are cautioned that any withholding of report cards/academic reports for any reason is not allowed.
4. Circuit Managers are implored to bring the contents of this memo to all schools and ensure monitoring of its implementation without fail.

MS S A MAASDORP
HEAD OF DEPARTMENT: EDUCATION

26/10/2026
DATE