



**QUICK  
LINKS**

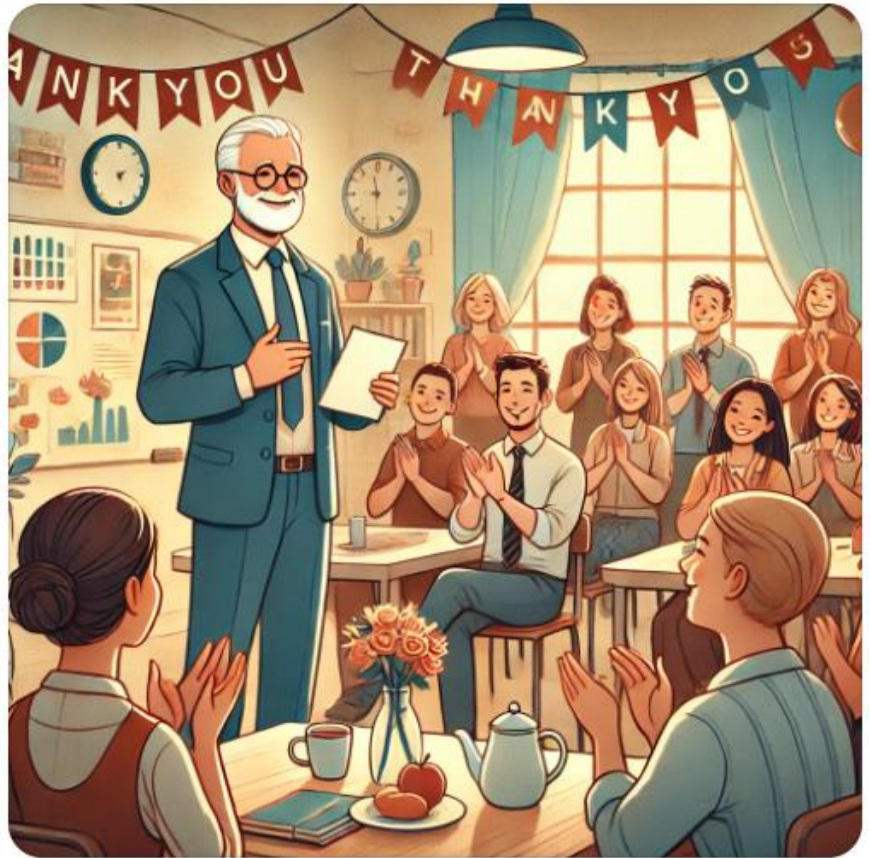
[Curriculum Website](#) | [Exams Website](#) | [Circulars](#) | [Question Papers](#) | [Vacant Posts \(Dept\)](#)  
[Subscribe to Hoor hier](#) | [Manage the Unmanageable](#) | [Submit CV](#) | [Available Teachers](#)

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# Thank You

As we near the end of 2024, I would like to take a moment to express my heartfelt gratitude to each and every one of you. This year has presented its fair share of challenges, yet you have met every obstacle with remarkable dedication, resilience, and compassion.

Your commitment to your learners' education is truly inspiring. You have gone the extra mile to create engaging learning environments, nurture a love for learning, and help each child reach their full potential. Your efforts lay the foundation for a brighter future for our children and our communities.



I also want to thank you for your ongoing support of the websites [www.ecexams.co.za](http://www.ecexams.co.za) and [www.eccurriculum.co.za](http://www.eccurriculum.co.za), as well as for your loyal readership of the *Hoor Hier* newsletter. Your feedback and suggestions are invaluable, helping us to provide you with the resources and information you need to thrive in your classrooms.

This is the final newsletter for 2024. Important documents will be uploaded onto the above-mentioned websites or distributed via email during the school holidays. The next newsletter will be published when schools reopen in January 2025.

As we head into the festive season, I wish you a well-deserved summer break filled with joy, relaxation, and quality time with loved ones. May your days be filled with sunshine, laughter, and special moments. Most importantly, I hope you find the peace and rejuvenation needed to return to the classroom refreshed and ready to inspire the next generation of learners.

To those who celebrate, I wish you a blessed Christmas, and to all, may 2025 bring you peace, health, and prosperity.

Thank you once again for everything you do. Your hard work and dedication are an inspiration to us all.

Kind regards,  
*Drik Greeff*

## NB! ATPs 2025 (Updated & Corrected) NB!



### ANNUAL TEACHING PLANS ATPs 2025

[www.eccurriculum.co.za/ATPs.htm](http://www.eccurriculum.co.za/ATPs.htm)

## NB! CIRCULARS NB!



### CIRCULARS

[www.eccurriculum.co.za/Circulars.htm](http://www.eccurriculum.co.za/Circulars.htm)

Available at <https://www.eccurriculum.co.za/Circulars.htm>:

- **EMIS Instruction 2 of 2024:** SASAMS End of Year Procedures
- **EMIS Instruction 3 of 2024:** 2025 Academic Year Programme of Submission of SASAMS Databases
- **Circular 8 of 2024:** Roles and Responsibilities for provisioning of Scholar Transport Services
- **Memo:** Compliance with Section 45 (3) of the Criminal Law (Sexual Offences and related matters) Amendment Act, 2021

# NB! ASSESSMENT INSTRUCTIONS NB!



Available at [https://www.ecexams.co.za/2024 Assessment Instructions.htm](https://www.ecexams.co.za/2024_Assessment_Instructions.htm):

- 55/2024: Change of subject in Grade 12

## The Ultimate Online Resource Hub for Teachers

### ● Exams

[www.ecexams.co.za](http://www.ecexams.co.za)

### ● Teaching & Learning

[www.eccurriculum.co.za](http://www.eccurriculum.co.za)

### ● Classroom Management

[www.ecexams.co.za/CM.htm](http://www.ecexams.co.za/CM.htm)

### ● Eastern Cape Educational Newsletter

[www.eccurriculum.co.za/hoorhier.htm](http://www.eccurriculum.co.za/hoorhier.htm)



# GOVERNING BODY FOUNDATION: LSEN DESK

November 2024



## EXCITING NEWS FOR LSEN SCHOOLS!

The GBF has established an LSEN Desk to assist SGBs with matters that relate specifically to LSEN schools. Two experienced retired principals of LSEN schools will be there to support you.

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**Jacques Hugo** – Eastern Cape, Free State, KwaZulu-Natal and Northern Cape  
Phone: 083 650 9363  
jacques.hugo75@gmail.com

**Tinus du Preez:** Gauteng, Limpopo, Mpumalanga, North West and Western Cape  
Phone: 082 411 4843  
tinusdup@telkomsa.net

*The thought leader in cooperative school governance.*

# GOVERNING BODY FOUNDATION: CEO POST

November 2024



## EXPRESSION OF INTEREST

### CHIEF EXECUTIVE OFFICER (January 2026)

Are you passionate about quality public education?

Do you have:

- A vision for well-functioning SGBs and excellent school governance?
- Knowledge of education law and policy?
- Experience of school day-to-day operations?
- Excellent leadership, communication and organisation skills?

We invite interested persons to submit an expression of interest in the position to [ceo@gbf.org.za](mailto:ceo@gbf.org.za) by 24 February 2025 using the form on the GBF website, [www.gbf.org.za](http://www.gbf.org.za) (Vacancies/GBF positions) or using this QR code.



[WWW.GBF.ORG.ZA](http://WWW.GBF.ORG.ZA)

*The thought leader in cooperative school governance.*

# LINKS TO IMPORTANT ONLINE RESOURCES



## Teachers

- [Bulletins \(Vacancy Lists\)](#)
- [Circulars](#)
- [Submit online CV](#)
- [Hoor Hier newsletter](#)
- [Subscribe to newsletter](#)
- [List of prospective teachers](#)
- [PAM](#) (Personnel Administrative Measures – Conditions of Service)
- [Managing the Unmanageable – A Teacher’s Guide to Classroom Success](#)

## Exams

- [www.ecexams.co.za](http://www.ecexams.co.za)
- [Question Papers](#)
- [Assessment Instructions](#)
- [Study Guides](#)
- [Examination Guidelines](#)
- [Policy Documents](#)

## Curriculum

- [www.eccurriculum.co.za](http://www.eccurriculum.co.za)
- [ATPs 2023 - 2024](#)
- [CAPS](#)
- [Curriculum Instructions](#)
- [FET Phase](#)
- [Senior Phase](#)
- [Intermediate Phase](#)
- [Foundation Phase](#)
- [Grade R](#)
- [ECD: 0 - 5 years](#)
- Digital Textbooks:
  - [Business Studies](#)
  - [Technical Mathematics and Science Textbooks](#)
- [Foundation Phase eLibrary](#)

# VACANT POSTS



## STUTTERHEIM HIGH SCHOOL



Our SGB invite you to make an application for the following GOVERNING BODY TEACHING POST

### PHYSICAL SCIENCES GR 10 - 12

Commencement Date: 01 January 2025

#### Minimum Requirements:

- Applicable qualifications
- Professional teaching qualification
- SACE registration certificate
- Driver's License and PDP (compulsory)
- Extra-mural commitment compulsory
- Computer Literate
- Police Clearance certificate

#### Competitive remuneration package:

The interview process and appointment is at the sole discretion of the Governing Body. The SGB also reserve the right not to fill the position. Only shortlisted applicants will be contacted.

email applications to: [principal@stutthigh.co.za](mailto:principal@stutthigh.co.za)

**CLOSING DATE: 06 DECEMBER 2024**

In line with the POPIA (Protection of Personal Information Act), we will attempt to ensure the confidentiality of all applications for this role. All reasonable measures will be in place to protect personal information which will be used in the recruitment, selection and reporting process. By submitting your application for this position, you recognize and accept this disclaimer.



## Hoërskool Cradock High School (Dubbelmedium – Afrikaans/Engels)

Die Beheerliggaam beoog om 'n gemotiveerde, dinamiese en gekwalifiseerde onderwyser aan te stel.

**Vakante  
Beheerliggaampos – moontlikheid  
van Departementeel**

### Rekenaartoepassings- tegnologie (RTT)

- Rekenaarstoepassingstegnologie (RTT) (10-12)
- Meld ander vakke

#### **MINIMUM VEREISTES:**

- ◆ *Professionele Onderwyskwalifikasie (VOO/NGOS)*
- ◆ *SACE geregistreerd*
- ◆ *Meld buitemuurse aktiwiteite*
- ◆ *Afrikaans EN Engels magtig (albei op Graad 12-vlak)*
- ◆ *Moet in Afrikaans en Engels kan onderrig*

#### **Kompeterende vergoedingspakket**

Die onderhoud en aanstelling berus by die Beheerliggaam.

Dien aansoek per e-pos in by:  
aansoeke@cradockhs.co.za

Sluitingsdatum:  
31 Januarie 2025

Aanvangsdatum:  
1 Maart 2025

Indien u teen 14 Februarie nie gekontak is nie, kan u die aansoek as onsuksesvol beskou



## Hoërskool Cradock High School (Dual medium – Engels/Afrikaans )

The Governing Body is looking to appoint a motivated, dynamic and qualified educator.

**Vacant  
Governing Body Post – possibility  
of Departmental appointment**

### Computer Applications Technology (CAT)

- Computer Applications Technology (CAT) (10-12)
- State other subjects

#### **MINIMUM REQUIREMENTS:**

- ◆ *Professional Teaching qualification (FET/PGCE)*
- ◆ *SACE registered*
- ◆ *State extra mural activities*
- ◆ *Proficient in Afrikaans AND English*
- ◆ *Must be able to teach in English and Afrikaans*

#### **Competitive remuneration**

The interview and appointment lies with the Governing Body.

Submit application via e-mail to:  
admin@cradockhighschool.co.za

Closing date:  
31 January 2025

Starting date:  
1 March 2025

If you are not contacted by 14 February, consider your application unsuccessful.





# LAERSKOOAL IAWAL-NOORD

## 2 X VAKANTE BEHEERLIGGAAMPOSTE GRONDSLAGFASE 2025

ONDERRIGTAAL: Afrikaans & Engels

GRONDSLAGFASE: Alle vakke

### VEREISTES:

1. Dekbrief: Motiveer u belangstelling
2. CV
3. Toepaslike onderwyskwalifikasie
4. SACE registrasie
5. Polisie klaringertifikaat
6. Dokumentasie moet gesertifiseer wees (nie ouer as 3 maande)
7. Meld alle buitemuurse betrokkenheid.

- Sluitingsdatum: 6 Desember 2024 om 12H00
- Aanvangsdatum: 1 Januarie 2025
- Slegs aansoekers wat na onderhoude genooi word, sal gekontak word.

- Beheerliggaam behou die reg om nie die poste te vul nie.
- Aansoek kan per e-pos gestuur word na:  
lsan@wam.co.za OF admin@lsan.co.za





# ALIWAL NORTH PRIMARY SCHOOL

## 2 X VACANT SGB POSTS

### FOUNDATION PHASE 2025

LOLT: English & Afrikaans

FOUNDATION PHASE: All subjects

#### REQUIREMENTS:

1. Cover letter: Motivate your interest in specific phase.
2. CV
3. Appropriate Teaching Qualification
4. SACE registration
5. Police Clearance Certificate
6. Documents must be certified copies (not older than 3 months)
7. State all extra-murals

- Closing date for application: 6 December 2024 at 12H00
- Appointment date: 1 January 2025
- Only candidates who are invited for interviews, will be contacted.
  
- SGB retains the right not to fill the posts.

Email detailed application:

[lsan@wam.co.za](mailto:lsan@wam.co.za) / [admin@lsan.co.za](mailto:admin@lsan.co.za)





# BERLIN HIGH SCHOOL

Carl Pape Street  
Berlin  
5660  
Tel: 043-111 0987  
Fax: 0864115470  
Email: [reception@berlinhs.co.za](mailto:reception@berlinhs.co.za) or  
[principal@berlinhs.co.za](mailto:principal@berlinhs.co.za)

26 November 2024

## RE: SGB MATHEMATICS/ MATHEMATICAL LITERACY POST

**Berlin High School is an English Medium Quintile 4 School.**

The School Governing Body is seeking to appoint a motivated, dedicated and suitably qualified educator from 13 January 2025 in the following learning areas:

- Mathematical Literacy - Grade 10 to 12
- Mathematics – Grade 8 and 9
- Ability to teach Natural Sciences will be an added advantage

**Commencement date: 13 January 2025**

Requirements:

- Suitably qualified with Mathematics or Mathematical Literacy major as part of the Diploma or Degree
- SACE registered
- Certified copies of all relevant tertiary academic qualifications
- Comprehensive CV with three contactable references
- Certified copy of identity document
- Teaching experience of at least one year will be an advantage
- Students in their final year of study will be considered
- Preferably having Mathematics as a subject at matric level
- Willingness to participate in the extra-mural programme

Send applications to: The Principal, Berlin High School, Carl Pape Street

Berlin

5660

Tel: 043-111 0987

Email: [lewishc40@gmail.com](mailto:lewishc40@gmail.com) or [principal@berlinhs.co.za](mailto:principal@berlinhs.co.za)

**Closing date: 06 December 2024**

Please note: Faxed CV's will not be considered.

If applicant has not been notified within 14 days after the closing date, consider your application as being unsuccessful.

**Certified copies of Identity Document and certificates but should not be older than 3 months.**

**THE SGB OF BERLIN HIGH SCHOOL RESERVES  
THE RIGHT NOT TO FILL THE POSITION**



# GONUBIE HIGH SCHOOL

*School Governing Body post*

**Mathematical Literacy (FET)**  
**Mathematics (GET)**

The School Governing Body invites applications from suitably qualified and experienced candidates.

**Commencement date of SGB appointment:** 3 February 2025

**Medium of instruction:** English

**Closing date for applications:** 13 January 2025

**Criteria:**

- Suitable Academic Degree with Mathematical Literacy and Mathematics as subjects.
- A SACE certificate.
- Able to contribute to the co-curricular programme of the school.

**If you meet the criteria, please hand-deliver or submit the following (as a single PDF document) by emailing it to [gonubiehighschool@gmail.com](mailto:gonubiehighschool@gmail.com):**

- Letter of application.
- Comprehensive CV with contactable referees. (State other subjects and extra-murals)
- Certified copies of teaching qualification, any other relevant qualifications and all transcripts, SACE certificate and ID.

*The SGB reserves the right not to fill this post.*

*In compliance with the Protection of Personal Information Act (POPIA), we will make every effort to maintain the confidentiality of all personal data collected. By submitting your application, you acknowledge and accept this disclaimer.*



# HOËRSKOOL NICO MALAN

## HUMANSDORP

### BEHEERLIGGAAMPOS: JANUARIE 2025

### HER-ADVERTERING

#### EKONOMIE (GR 10 – 12)

- Kandidate met toepaslike kwalifikasies en bewese ondervinding in die onderrig van gr 12 Ekonomie word genooi om aansoek te doen.
- Moet ten volle tweetalig wees in Afrikaans en Engels.
- Noem asseblief buitemuurse betrokkenheid.
- Aansoeke sluit om 12:00 op **Maandag 9 Desember 2024**.
- Indien u nie binne twee weke na sluitingsdatum van Nico Malan hoor nie, is u aansoek onsuksesvol.
- Beheerliggaam behou die reg voor om die pos nie te vul nie.

Indien u in die vorige rondte reeds aansoek gedoen het, hoef u nie weer aansoek te doen nie.

**STUUR 'N AANSOEKBRIEF, VOLLEDIGE CV MET TEN MINSTE 3 VERWYSINGS EN GEWAARMERKTE AFSKRIFTE VAN KWALIFIKASIES, UITSLAGADVIES EN ID AAN:**

**DIE SKOOLHOOF, HOËRSKOOL NICO MALAN**  
E-pos: [nicomalan@gmail.com](mailto:nicomalan@gmail.com)

# TARKASTAD HOER SKOOL

**SBL POS**  
**Beskikbaar**

**VOO FASE**

**Graad 10 - 12**

**AFRIKAANS HT / EAT**

Relevante VOO onderwys ondervinding  
SACE registrasie  
Tersiêre Akademiese kwalifikasies  
Deelname aan buitemuurse aktiwiteite



Sluitingsdatum: 9 Desember 2024  
epos cv en relevante gesertifiseerde  
dokumente aan  
[admin@tarkahigh.co.za](mailto:admin@tarkahigh.co.za)

# Tarka High School

## SGB Post Available

Gr 10

Afrikaans EAT

Gr 9

Social Science / Sosiale Wetenskap

Gr 10-12

History / Geskiedenis

**Closing date  
9 December 2024**

- *Relevant teaching experience*
- *SACE registered*
- *Tertiary Academic qualifications*
- *Participation in extra mural activities*

**email CV and relevant documents to  
[admin@tarkahigh.co.za](mailto:admin@tarkahigh.co.za)**



# HOËR LANDBOUSKOO L MARLOW

## VAKANTE BEHEERLIGGAAMPOS - KOSHUISMATRONE



DIE HOËR LANDBOUSKOO L MARLOW IS OP SOEK NA DIE GESKIKTE KANDIDAAT OM BY ONS AAN TE SLUIT AS KOSHUISMATRONE.

### ALGEMENE VEREISTES

- VORIGE BESTUURSERVARING (VERKIESLIK IN DIE GASVRYHEIDSBEDRYF)
- GOEIE MENSEVERHOUDINGE
- BEREIDWILLIGHEID OM NAWEKE TE WERK
- BEREIDWILLIGHEID OM SKOFTE TE WERK
- LIEFDE VIR KINDERS
- BEREID OM SELF TE KOOK
- UIT DIE BOKS DINK
- BETROUBAARHEID
- MOET ONDER DRUK KAN FUNKSIONEER
- EFFEKTIEWE TYDBESTUUR
- BESTUURSLISENSIE EN PDP

### PLIGTE SLUIT IN

- KOSVOORBEREIDING
- VOORRAADBEHEER
- PERSONEELBESTUUR

INDIEN U AAN DIE BOGENOEMDE KRITERIA VOLDOEN SAL ONS GRAAG VAN U WIL HOOR.

**RIG U AANSOEK AAN DIE SKOOLHOOF  
HOOF@MARLOWLANDBOU.CO.ZA**

AANVANGSDATUM: 1 JANUARIE 2025

SLUITINGSDATUM VIR AANSOEKE: 11 DESEMBER 2024

SLEGS KORTLYS KANDIDATE SAL GEKONTAK WORD

DIE BEHEERLIGGAAM HOU DIE REG VOOR OM NIE DIE POS TE VUL NIE





NAME	SURNAME	QUALIFICATIONS	PHASE	SUBJECTS	AREA
Amy	Joggom	Bachelor of Education Foundation Phase	Foundation / Grondslag	All foundation phase subjects	Anywhere in the Eastern Cape.
Diana	Rossouw	B.ED Degree - Intermediate Phase Event Management Certificate	Intermediate / Intermediêr, School Admin Post / Administratiewe pos	All subjects in Intermediate Phase	Anywhere in the Eastern Cape
Kelly	Booyesen	B.Ed in Foundation Phase	Foundation / Grondslag, Intermediate / Intermediêr	All Foundation Phase Subjects	Anywhere in the Eastern Cape

## AVAILABLE TEACHERS: ONLINE CVs



**152 online CVs received the past 6 months  
are available at <https://bit.ly/CVdata>**

## RE-APPOINTMENT OF PREVIOUSLY RESIGNED EDUCATORS

Kindly take note of HRM Circular 4 of 2023: Re-appointment of previously resigned educators and those who had retired prematurely. It is available at <https://www.eccurriculum.co.za/Circulars.htm>

# Managing the Unmanageable - A Teacher's Guide to Classroom Success -



Read all these articles at <https://www.ecexams.co.za/CM.htm>

The following broad **categories and topics** are covered:

## ● **Personal but professional**

- ✚ How to get appointed in a new teaching job
- ✚ Do's & Don'ts for Newly Appointed Teachers: Navigating Colleagues, Learners & Principal
- ✚ Guiding the Novice: Nurturing Newly Appointed Teachers
- ✚ How to prepare for the new academic year
- ✚ How to be a respected colleague and a good friend
- ✚ How to plan and prepare for retirement
- ✚ The Two-Pot Retirement System

## ● **Emotional Intelligence (EQ)**

- ✚ Work smarter; not harder: Beating the burden
- ✚ Anger Management Tips for Teachers
- ✚ How to Overcome Teacher Burnout
- ✚ Learners don't need a perfect teacher; they need a happy teacher
- ✚ How to stay motivated as a teacher
- ✚ Nurturing Emotional Safety for Teachers: Surviving and Thriving in the Classroom

## ● **Proactive Classroom Control**

- ✚ The Secret Teaching Power: Professional Development
- ✚ Embarking on a New School Year: A Teacher's Guide to the First Week
- ✚ How teachers can be effective classroom leaders
- ✚ Maintaining a positive classroom culture
- ✚ Establishing classroom rules and expectations
- ✚ Creating a Vibrant Learning Haven: Classroom Decoration and Design

## ● **Managing Learners: Engage, Empower, Excel**

- ✚ Helping Learners and Parents Navigate Grade Repetition
- ✚ From Classroom to Boardroom
- ✚ The Power of Yet!
- ✚ Mathematics or Mathematical Literacy?
- ✚ Purpose Powers Progress!
- ✚ From Pages to Possibilities: Why Reading Matters
- ✚ Combating Racism in Multi-Racial Schools
- ✚ Crisis in Classrooms: Learner Violence against Teachers
- ✚ Taming the Class Clown
- ✚ Managing Expectations: Inspirational Teacher and Successful Coach
- ✚ Autism: Strategies for teaching mildly Autistic Learners in my class
- ✚ Quality Education in Poor Communities: Empowering Minds in Adversity
- ✚ Building positive relationships with learners
- ✚ How to motivate and inspire learners
- ✚ Handling bullying and harassment
- ✚ Dealing with disruptive behaviour
- ✚ Navigating Subject Choices in Grade 10: Guidelines for learners
- ✚ What to say to learners at an Awards Ceremony

## ● **Cool Teaching Tactics**

- ✚ Top teaching tips the last month before exams
- ✚ Boost Learners' Problem-Solving Skills!

- ✚ Explain and Experience: The Dynamic Duo of Teaching and Learning
- ✚ From Awkward to Awesome: PowerPoint Presentations
- ✚ From Good to Great
- ✚ ADHD: Strategies for Teaching ADHD Learners
- ✚ Autism: Strategies for teaching mildly Autistic Learners in my class
- ✚ Mathematics Myth: Turning the Tables on Perceived Difficulty
- ✚ Making your Subject Irresistible to Learners
- ✚ If you are not having fun, you are doing something wrong!
- ✚ Encouraging critical thinking skills
- ✚ Incorporating the four predominant learning styles in teaching
- ✚ Teaching learners different learning and studying methods
- ✚ Using technology effectively in the classroom
- ✚ How do I determine the standard of my teaching
- ✚ How do I determine the effectiveness of my teaching

### ● Tips for Acing Exams

- ✚ Make your Ticks bigger than your Crosses: Exam Marking Tips for Teachers
- ✚ Tips for Learners to Ace Exams
- ✚ How do I determine the standard of my assessment
- ✚ How to prepare learners for successful exam writing
- ✚ How to give feedback after an exam
- ✚ Encouraging Resilience and Growth: Supporting Learners after Exam Results

### ● Navigating the Principal's Office

- ✚ How to approach the principal with a new innovative, revolutionary idea for the school
- ✚ How to approach the principal with a grievance: Navigating rudeness and unfair treatment

### ● Parental Bridge Building

- ✚ Managing Helicopter Parents with Grace
- ✚ Granny or Nanny?
- ✚ Tears & Tantrums: Please help; my child does not want to go to school!
- ✚ What can teachers do to improve parental involvement in their school going children's education
- ✚ Dear Parents... (Open letter to parents)

### ● Vacation Vibes

- ✚ What teachers could do during the winter holidays
- ✚ Sun, Sand, and Self-Care: Summer Adventures for Teachers

### ● Miscellaneous

- ✚ Teacher Choice and Voice
- ✚ Effective School Budgeting: Key Steps and Tips
- ✚ Charity with Dignity
- ✚ New Principal? Turning Challenges into Charisma

## DEADLINE FOR SUBMISSIONS

This weekly newsletter is a **free** service to schools. Please distribute it electronically to all your colleagues.

Schools are invited to advertise their **vacancies** here. Teachers looking for posts are welcome to submit their **resumes** online at <https://bit.ly/CVinfo>.

The deadline for next newsletter when schools reopen, is **Thursdays at 13:00**.

# Christmas 2024



Sikunqwenelela I-Krisimesi esikelelekileyo, enoxolo nonyaka omtsha onenkqubela nempilo entle.

We wish you a blessed Christmas and peace, health and prosperity for the New Year.

Ons wens u 'n Geseënde Kersfees toe en vrede, goeie gesondheid en voorspoed vir die Nuwejaar.

- This is a private newsletter and it does not reflect the official views of the Department of Education.
- Drik Greeff assumes no liability for direct and/or indirect damages arising from requests from individuals or institutions to distribute information on their behalf.
- **Contact details:** [drik.greeff@gmail.com](mailto:drik.greeff@gmail.com)