

OFFICE OF THE SUPERINTENDENT GENERAL

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INTERNAL MEMORANDUM

TO: DEPUTY DIRECTOR GENERALS
ACTING CFO
CLUSTER CHIEF DIRECTORS
ALL DISTRICT DIRECTORS
ALL CESSs: ESSS
ALL CIRCUIT MANAGERS
ALL INDEPENDENT SCHOOLS' COORDINATORS
ALL DIRECTORS: INDEPENDENT SCHOOLS
ALL PRINCIPALS: INDEPENDENT SCHOOLS' PRINCIPALS

FROM : SUPERINTENDENT GENERAL - EDUCATION

SUBJECT: SAVING OF EDUCATOR AND OTHER ASSISTANTS POSTS AT GOVERNMENT SUBSIDIZED INDEPENDENT SCHOOLS

DATE: 17 NOVEMBER 2020

Background

The Department of Basic Education submitted funding requests to National Treasury for The Presidential Education Employment Initiative (EEI). This is part of a proactive response, government introduced to recover from COVID-19 pandemic, to create employment opportunities for young, unemployed South Africans. This Employment Initiative is part of a public investment in a mass employment strategy to activate and encourage economic activity. The framework governing the Education Employment Initiative dictates that provincial departments set aside a budget for Independent Schools to subsidise salaries that could not be paid because of the COVID-19 pandemic.

SAVING OF EDUCATOR AND OTHER ASSISTANTS POSTS AT GOVERNMENT SUBSIDIZED INDEPENDENT SCHOOLS

Instruction

The main purpose of these funds is to augment the schools' Compensation of Employees (COE) budgets and as such will only be disbursed to schools where there are legitimate budget pressures, arising out of parents not being able to pay school fees. Schools will thus have to prove to the Provincial Education Department (PED) that they are unable to pay salaries due to budget constraints that they are experiencing.

Qualifying criteria in line with Education Employment Initiative Grant:

Schools should submit:

- updated SASAMS with educator information
 - educator's name,
 - ID,
 - number of educators employed,
 - posts lost,
 - dates of termination,
 - SASAMS archived posts

This memorandum serves to request all subsidized independent schools interested in benefiting from the Education Employment Initiative to furnish the Department with the following information using the attached tool/form on or before 20 November 2020:

1. A once off comprehensive report indicating the level of financial distress faced by a school.
2. Rolling 3 months income and expenditure reports (submitted monthly, from 30 October 2020 to 28 February 2021);
3. Total number of posts identified to be at risk in a school.
4. Qualified educators employed in subsidized Independent Schools should attach certified copies of qualifications and SACE certificates
5. Other assistants employed in subsidized Independent schools should attached signed employment contracts and ID's
6. Breakdown of posts (in terms of costs) that need to be supported.
7. Proof of salary due to all employees paid by the school.
8. Proof of not receiving any relief from other government institutions for the same purpose (equivalent to the expected salary. e.g. UIF TERS, provincial government initiatives); and bank statements.

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Attached is a form and an EXCEL spreadsheet to be populated to capture the information required. Include the above listed Portfolios of evidence. Schools experiencing challenges in collating their data are to contact the Department and advise prior to the closing date of the 20th of November.

On receipt of applications, the adjudication team appointed by the Department will verify applications. Funds will be gazetted and transferred to schools for compensation of the employees, to save posts.

Schools will report to the Department on a monthly basis on the impact of posts saved. The schools will be responsible for payment of the stipend as well as making the contribution towards the Unemployment Insurance Fund (UIF).

District offices are requested to Monitor and support schools with the identification of posts that are on the verge of being lost, and payment of these funds to the correct beneficiaries.

Yours in education,



TS KOJANA
SUPERINTENDENT GENERAL

17/11/20
DATE