



Province of the
EASTERN CAPE
EDUCATION

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

Enquiries: Mr E. Scheun (043 -702 7459)

TO: ALL DDG's
ALL CHIEF DIRECTORS AND DIRECTORS
ALL SCHOOLS
ALL OFFICIALS OF THE ECDOE

FROM: SUPERINTENDENT-GENERAL

SUBJECT: INSTRUCTION NOTE 20 - PREVENTION AND MANAGEMENT
OF CORONAVIRUS (COVID-19) – CORRESPONDENCE TO
PARENTS AND EXEMPTION FROM SCHOOL ATTENDANCE

DATE: 27 MAY 2020

1. With the return of learners to schools across the province, it is important to communicate with parents about the rights and responsibilities of all the parties involved in the education of their children.
2. Attached hereto please find correspondence from the Head of Department addressing some of these rights and responsibilities, enclosed as **Annexure A**.
3. **Annexure A** must be shared with all parents immediately.
4. In terms of the South African School Act, the Head of Department may exempt a learner entirely, partially or conditionally from school attendance if it is in the best interests of the learner. Enclosed as **Annexure B** is the prescribed application form which must be completed by a parent and submitted to info2020@ecdoe.gov.za for consideration. After consideration, a certificate will be returned to the school to confirm the exemption.
5. Schools must assist parents who wish to apply for exemption from school attendance.
6. **District Directors are hereby instructed to ensure that this communication reaches all officials and schools immediately.**


T. KOJANA
SUPERINTENDENT-GENERAL

27/05/2020
DATE



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RE-OPENING OF PUBLIC SCHOOLS

KEEP OUR CHILDREN SAFE

Message from the Superintendent – General of the Eastern Cape Department of Education

1. The Eastern Cape Department of Education is preparing public schools for re-opening. Preparations are at an advanced stage and are on-going.
2. The Department will comply with National Regulations and Directions and the guidelines from the Department of Health as informed by the WHO and other International Organisations in an attempt to prevent the spread of Covid-19 and to provide and maintain a safe environment conducive to teaching and learning.
3. During the National State of Disaster, we have all learnt the importance of using face masks, hand sanitizer and washing of hands, good hygiene practices and most importantly, social distancing. You would have taught and explained to your children how important it is to comply with these protocols.
4. Please continue to do so especially when the schools re-open and in particular do not allow your child to attend school:
 - 4.1 Before washing with soap and water.
 - 4.2 Without wearing a face mask in the proper manner.
 - 4.3 Until you are satisfied that scholar transport (where available) has been sanitized and that proper social distancing is applied.
 - 4.4 Until you have explained to your child the importance of maintaining social distancing throughout the day.
5. Do not send your child to school:
 - 5.1 If your child shows flu-like symptoms, has a raised temperature or fever or has any difficulty in breathing.
 - 5.2 If your child has a pre-existing medical condition involving a compromised immune system such as cancer, diabetes, TB, heart conditions or lung diseases.

6. If you have kept your child out of school because of health concerns and believe that your child has recovered or believe that your child's pre-existing condition no longer poses a special risk and want your child to return to school:
 - 6.1 You should contact the Department of Health and seek medical advice.
 - 6.2 Consult the Principal and provide full information.
 - 6.3 Carefully consider whether it is in the best interests of your child to return to school.
7. Where you choose not to allow your child to attend school you may apply to the Head of the Department, who in terms of section 4 of the South African Schools Act has the authority to exempt your child from attending school, either completely, or partially.
8. Your child will be granted exemption from compulsory school attendance if it is in the best interests of your child that he/she not attend school, and under conditions that the Head of Department may determine, on receipt of a formal application, which application form is available from the school that your child is currently attending.
9. The health and welfare of your child is your prime responsibility.
10. In order to combat the transmission of Covid-19, the Head of Departments, through Principals, Senior Management and Educators reserve the right to exclude your child from school if your child:
 - 10.1 Does not wear a face mask or practice personal hygiene or does not apply social distancing.
 - 10.2 Does not comply with school protocols and procedures to combat the transmission of Covid-19.
 - 10.3 Has or exhibits a medical condition which may place your child or other children at special risk.
11. Accepting that your primary concern and responsibility is the health and welfare of your child, the Department wishes to work in close cooperation with each parent, guardian and caregiver to continue the education of all South African children during the National State of Disaster.

Themba Kojana

THEMBA KOJANA

HEAD OF DEPARTMENT

DEPARTMENT OF EDUCATION EASTERN CAPE

DATE: 27/05/2020

APPLICATION FOR EXEMPTION FROM SCHOOL ATTENDANCE IN TERMS OF SECTION 4 OF THE SOUTH AFRICAN SCHOOLS ACT

1. Details of parent/guardian/caregiver

I, the undersigned:

Name: _____ (of parent/guardian/caregiver)

ID number: _____ (of parent/guardian/caregiver)

Residential address (parent): _____

Telephone/Cell phone number: _____

E-mail: _____

wish to make application that:

2. Details of learner

Name: _____ (of learner)

ID number: _____ (of learner)

Residential address (learner): _____

School: _____

School district: _____

Grade: _____

be exempted or partially exempted from school attendance for the following
period (may not go beyond the end of the 2020 academic year):

3. Application explained _____ (period applying for)

It has been explained to me that:

- 3.1 In terms of Section 4 of the South African Schools Act No. 84 of 1996 the Head of the Department may exempt a learner entirely or partially from school attendance.
- 3.2 Such exemption will be granted if it is in the best interests of the learner.
- 3.3 Certain conditions may be imposed by the Head of Department if exemption is granted.

4. Reasons/Motivation

I am applying for the exemption based on the best interests of the learner due to the following reason/s (tick the box/es which are applicable):

- ☐ Medical reason/s attaching to the learner
- ☐ The home/physical environment of the learner
- ☐ Transport
- ☐ School environment
- ☐ Other (please specify)

SIGNATURE OF PARENT/GUARDIAN/CAREGIVER

DATE

Recommended/not recommended

SIGNATURE OF PRINCIPAL/DEPUTY PRINCIPAL	DATE
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Approved/not approved

**T.S. KOJANA
SUPERINTENDENT-GENERAL
DEPARTMENT OF EDUCATION:
EASTERN CAPE**

DATE