



**TO : ALL DISTRICT DIRECTORS  
CHIEF EDUCATION SPECIALISTS, SUBJECT ADVISORS  
CIRCUIT MANAGERS, CLUSTER LEADERS/ IDSO'S  
SCHOOL PRINCIPALS**

**CC : ADV. ALISON BENGTON  
DDG: CURRICULUM MANAGEMENT DELIVERY  
CHIEF DIRECTOR CURRICULUM  
CHIEF DIRECTORS: DISTRICT OPERATIONS MANAGEMENT  
CHIEF DIRECTOR: SCHOOL MANAGEMENT  
DIRECTORS GET AND FET**

**FROM: MR EDWARD MOSUWE  
HEAD OF DEPARTMENT**

**SUBJECT: GUIDELINES FOR HOME EDUCATION AND LOCKDOWN  
LEARNING**

Dear Colleagues

## **1. INTRODUCTION AND BACKGROUND**

The World Health Organization (WHO) declared COVID-19 a pandemic on the 12<sup>th</sup> March 2020, following an outbreak of the disease in Wuhan Province, China in December 2019. This was followed by the declaration of the National Disaster in South Africa by our Honourable President Mr Cyril Matamela Ramaphosa. This necessitates the implementation of several stringent measures to curb the spread of the disease and the reporting of suspected or confirmed cases.

Several guideline documents and policies, such as Circulars 1/2020, 3/2020, Circulars 7/2020, 15/2020 and 18/2020 as well as Government Gazette 43372 of 2020, provide guidance on the management and containment of COVID-19. The policy on Home Education (Government Gazette 42037 of 2018), provides the holistic management of Home Education in the Country.

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## 2. PURPOSE

The purpose of this document is to:

- 2.1 Highlight the Policy on Home Education (Government Gazette 42037 of 2018);
- 2.2 Provide guidance to District Directors and Principals as well as other stakeholders on provisions made to accommodate learners who may need to learn from home because of circumstances relating to COVID-19 Pandemic (Lockdown learning);
- 2.3 Expound the roles of the Gauteng Department of Education, District Directors, Schools Principals and Parents in relation to learning during lockdown as a result of the Disaster Management Act Regulations; and
- 2.4 Provide guidance to all role-players on registration, monitoring and support, for Lockdown learning.

## 3 KEY UNDERLYING PRINCIPLES

- 3.1 Government Gazette 43372 of 2020 (29 May 2020), makes provision for parents who choose not to send children back to school, to apply to the Head of Department, who, in terms of section 4 of the South African Schools Act, may exempt a learner, entirely, partially or conditionally, from compulsory school attendance if it is in the best interest of the learner.
- 3.2 The Gauteng Department of Education (GDE) recognizes the right to education and acknowledges its responsibility for the provision of Quality Education for all children in the Province.
- 3.3 Due to the existence of Covid-19 pandemic and its impact on health and wellbeing, the Gauteng Department of Education has considered the following home-based learning categories:
  - a) **Home Education** - in accordance with Government Gazette 42037 of 2018 (**Grade 1-9**)
  - b) **Lockdown Learning**- a partial or conditional measure of home based learning, to accommodate learners with comorbidities, those who are sick or are affected by the pandemic in other ways, in accordance with Government Gazette 43372 of 29 May 2020 (**Grade R-12**). Parents who apply for this type of home-based learning are fully responsible for the education and safety of their children.

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- c) Despite the fact that Grade R is not yet a compulsory grade in formal schooling, learners enrolled for Grade R in 2020, who are affected by COVID-19, will be accommodated in Lockdown learning.
- 3.4 School attendance is still the main platform for the provision of education. However, the Department is of the view that all learners affected by the pandemic should be accommodated, within reasonable limits
- 3.5 Parents of learners who choose to apply for Home Education from Grade 1 to Grade 9, can apply in accordance with the Policy on Home Education, Government Gazette 42037 of 2018, which is attached. This can only be done electronically on the DBE website:  
[www.education.gov.za/informationfor/parentsandguardians.aspx](http://www.education.gov.za/informationfor/parentsandguardians.aspx)
- 3.6 Parents whose children have comorbidities, are sick or affected in any other way by the COVID-19 pandemic, may apply for their children to learn from home. However, because of the partial or conditional nature of this category, these learners will be categorized under Lockdown learning **(Grade R-12)**.
- 3.7 This category of learners is still considered to be part of the schools, thus will maintain their EMIS numbers and be accounted for on all our schooling databases. Due to the partial/ conditional nature of this category, all phases/ grades will be accommodated. The application form for Lockdown learning can be accessed at [www.education.gauteng.gov.za](http://www.education.gauteng.gov.za) under the tab Home Education. Principals are to assist parents on how to complete the form.

## 4 ROLES AND RESPONSIBILITIES

### 4.1 ROLES AND RESPONSIBILITIES OF THE PROVINCIAL EDUCATION DEPARTMENT (PED)

- An electronic webpage for Home Education and Lockdown learning has been created for all documentation. Parents who wish to apply can access the form and all relevant documents on the [www.education.gauteng.gov.za](http://www.education.gauteng.gov.za) under the tab Home Education
- The Provincial Department maintains and communicates a database with Districts on all information on Home Education and Lockdown learning.

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## 4.2 ROLES AND RESPONSIBILITIES OF DISTRICT OFFICES

- Districts Directors are to ensure that School Principals organise Learning Activity Packs (**LAPS**) for categories of learners per their grades, to support learners at home. These (LAPS) will support learners who do not have the capacity to access the curriculum through electronic media.
- Districts Directors are to ensure that School Principals include guideline timetables with notional times for specific learning streams in the Learning Activity Packs. This will help parents/ guardians to ensure that learning is effectively organised at home. All assessment activities are to be included in the **LAPS**, according to the trimmed and reorganised Annual Teaching Plans
- The District Directors are to ensure that Lockdown Learning Transversal Teams (LLTT's) are established for virtual monitoring and support through any electronic means accessible to parents
- A strict code of conduct and guidelines will be followed by Transversal Teams (LLTT's) for monitoring Lockdown learning - in keeping with the Disaster Management Act of 2002, according to the lockdown stages
- District Directors are to ensure that School Principals manage the attendance of all learners and the up-loading of their attendance data on SASAMS
- District Directors are responsible for monitoring of the administration of examinations for all these learners at school level within the required norms for social distancing
- District Directors are to ensure the processing and management of examination accommodations for specific learners who fall under the Lockdown learning category.

## 4.3 ROLES AND RESPONSIBILITIES OF SCHOOLS

- School Principals are to assist, advice and provide guidance to all parents who are interested in Home Education and Lockdown learning. This includes assistance with the filling of the Lockdown learning electronic form on the GDE Website.

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- School Principals are to include guideline timetables with notional times for specific learning streams in the learning Activity Packs. This will help parents/ guardians to ensure that learning is effectively organised at home. All assessment activities are to be included in the **LAPS**, according to the trimmed and reorganised Annual Teaching Plans
- All assessment packs are to be returned to school for marking and or quality assurance, in arrangement with School Principals.
- Learner Activity Packs (LAPS) may comprise, stream specific time tables, learning topics, topic summaries, step by step guidelines for support, assessment tasks, memoranda, and zero-rated electronic educational programmes
- Schools may determine any other support to be given to learners
- Examination will be written in schools within social distancing regulations. In exceptional cases, continuous assessment will be used in accordance with assessment regulations.
- School principals are to ensure that recording, reporting and provision of feedback on the learning progress of learners is done

### 4.4 ROLES AND RESPONSIBILITIES OF PARENTS

- The parent who applies for Lockdown learning must do it only on the basis of the effects of COVID-19 pandemic. Parents/ Legal guardians who apply for Lockdown learning must take full responsibility for the education of their children.
- Parents/ legal guardians must ensure that learners have all the resources and learner activity packs that they need to learn.
- Parents are accountable to ensure that learners follow the learning and assessment programmes conscientiously
- Parents are to ensure that learning occurs in the home and not in illegally operating underground “Home School centres” or anywhere where learners will be exposed or left vulnerable


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- Parents are to take responsibility for the safety and protection of learners, bearing in mind the rights of children as espoused in the Constitution of the Republic of South Africa and the Child Care Act
- Parents should communicate and cooperate with schools and Districts at all times. Where there are challenges, these should be dealt with, in the best interest of learners
- It is the responsibility of parents to make sure that all assessment plans are completed, quality assured and/or marked regularly, in collaboration with schools
- The participation of learners in all examinations is the responsibility of parents, as per the timetables provided by schools.

### 5. CONCLUSION

Cooperation, communication and accountability will be the driving force behind the success of this process. The Covid-19 pandemic and its effects has transformed usual ways of conducting our business. All stakeholders are encouraged to manage Lockdown learning in the best interest of learners, bearing in mind the unique nature of the COVID-19 pandemic and its effects in the entire world. All documents with regard to Lockdown learning and Home Education are available on the GDE Website.

Yours sincerely



MR EDWARD MOSUWE  
HEAD OF DEPARTMENT  
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