



Isalathiso: 20170504-480

12/2/13/6

Imibuzo: A Henriques

ISetyhula: 0018/2017

Umhla wokuphelelwa: 31 Matshi 2018

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziNtloko, kuBalawuli, kwiiNtloko zoQuquzelelo neNgcebiso ngezeKharityhulam, kuBaphathi beeSekethe, kumaSekela eeNgcali zeMfundo eziziiNtloko, kuBacebisi ngeZifundo nakwiiNqununu zezikolo zikarhulumente eziqhelekileyo

Isishwankathelo esifutshane: *Ifasiliithi yokwenza ii-odolo ngekhompyutha kwiCEMIS ukwenzela izikolo zikwazi uku-odola iincwadi zezifundo zeCAPS zamaBakala 1 ukuya kwele-12.*

**Isihloko: Ifasiliithi yokwenza ii-odolo ngekhompyutha zeencwadi zezifundo zeCAPS zamaBakala 1 ukuya kwele-12**

1. Izikolo eziseNtshona Koloni kulindeleke ukuba zinike umfundi ngamnye obhalisiweyo incwadi yesifundo kwabelwe izifundo zonke.
2. Ukwenzela ukuqinisekisa ukuba bonke abafundi kwisikolo ngasinye baneencwadi zezifundo (*textbooks*) kuzo zonke izifundo ngo-2018, kucelwa iinqununu ukuba:
  - 2.1 zichaze inani elilindelekileyo labo lokubhalisa abafundi ngokwebakala ngebakala ngo-2018;
  - 2.2 ziqikelele inani elilindelekileyo labafundi abangaphezulu ekuqaleni kuka-2018 ngokusekelwe kwindlela izinto ezidla ngokwenzeka ngayo kule minyaka idlulileyo ; kunye
  - 2.3 nokuthathela ingqalelo ukuba limi njani iqondo lokubuyiswa kweencwadi zezifundo ngabafundi (*textbook retention rate*) ekupheleni konyaka kule minyaka idlulileyo.
3. Ezi ngcombolo zikumhlathi 2 mazisetyenziselwe ukunika ulwazi ngoku-odolwa kweencwadi zezifundo zokongezelela (*textbook top-up orders*) zango-2018.
4. Kuya kunikwa izikolo ithuba libe linye kuphela ngo-2017, phakathi kowe-29 Meyi nowe-09 Juni, loku-odola iincwadi zezifundo zokongezelela zabo kusetyenziswa

ifasilithi yokwenza ii-odolo efumaneka kwiSebe leMfundo leNtshona Koloni (WCED). Oku kuthetha ukuba izikolo mazibekele bucala ixesha ukulungiselela iimfuno zazo zokongezelela iincwadi zezifundo zika-2018 ngononophelo, zithathela ingqalelo zonke iimeko ezichazwe kumhlathi 2.

5. Iimali ezilungiselelwe i-LTSM zolwabiwo ze-N&S ziya kusetyenziselwa ukuhlawula iincwadi zezifundo zokongezelela nezokukhula kwamanani abafundi (*top-up and learner growth textbooks*) ngoJanuwari 2018.
6. Ukuba izikolo azinazo iimali zolwabiwo ze-N&S ezaneleyo zokuhlawulela zonke iincwadi zezifundo zokongezelela nezokwanda kwamanani abafundi ezizi-odola ngekhompyutha, makufakwe isicelo kwiWCED sokufuna uncedo lwezemali. Isicelo eso masizaliswe kwithempleyithi eqhotyoshelweyo, yaye kufuneka sichaze nesizathu sokucela olo ncedo lwezemali. Le thempleyithi mayisayinwe yinqununu yesikolo iskenwe ize ithunyelwe nge-imeyili apha [aletta.knipe@westerncape.gov.za](mailto:aletta.knipe@westerncape.gov.za) ungalulanga owe-23 Juni 2017.
7. Kukhuthazwa izikolo zenze ziwagqibe amalungiselelo azo phambi kokuba lifike ithuba lokufaka ii-odolo ngekhompyutha ezimalunga neencwadi zezifundo zokongezelela ezifunekayo nokuqalela kusuku ekuvulwa ngalo isistim yasekhompyutheni (*online system*) ngowe-29 Meyi 2017.
8. Xa ungena ekhomyutheni kwi-CEMIS, khetha u-“Administration” option kwi-menu bar ukhethe u-“CAPS textbook top-up” kwi-drop down list. I-sub-menu iya kuvela yona ikungenise kwi-capture screen, naku-“How to guide”. Kukhuthazwa izikolo zikufunde okubhalwe ku-“How to guide” ngaphambi kokuba zifake ekhomyutheni ii-top-up textbook orders.
9. Kucelwa ufunde i-welcome note kunye ne-guide ekhomyutheni kwi-CEMIS ukuqinisekisa malunga nalowo ekufuneka kuqhagamshelwane naye xa kukho naziphi iingxaki ezithi zivela xa kufakwa ii-odolo zeencwadi zezifundo zokongezelela ii-top-up textbook orders.
10. Yakuba ingqinisiwe i-odolo yasekhomyutheni yaze yasayinwa yinqununu, isikolo masiprinte ikopi eliphepha ye-odolo engqinisiweyo (*verified order*), siyitshekishe ukuba ichanekile na yaye siyigcine kwirekhodi.
11. Kucelwa wazise okukule kule setyhula bonke abasebenzi abachaphazelekayo ukuze bakuthathele ingqalelo.



**APPLICATION FOR FINANCIAL ASSISTANCE: TOP-UP TEXTBOOKS FOR 2017**

Name of school: \_\_\_\_\_

EMIS No.: \_\_\_\_\_

District: \_\_\_\_\_

State the amount still available for LTSM norms and standards:	R
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Describe the school's reason for requesting financial assistance:

Name and signature of Principal: \_\_\_\_\_

Date: \_\_\_\_\_

The completed and signed form must be scanned and emailed to the following email address by 23 June 2017: [Aletta.Knipe@westerncape.gov.za](mailto:Aletta.Knipe@westerncape.gov.za).