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Enquiries: W Conrad

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To: Deputy Directors-General, Chief Directors, Directors, Circuit Managers, Heads: Management and Governance, Heads: Curriculum Support, Heads: Special Learner Education and Principals

Short summary: *Introduction of the Transform to Perform (T2P) Strategy that will be rolled out to schools from 2019.*

Subject: Introduction of the Transform to Perform (T2P) Strategy

1. The Institute for Justice and Reconciliation has stated that "there is an increasing problem with the lack of discipline and respect in education throughout the world" (Teaching Respect for All Policy Brief, November 2015, pg. 8).
2. A study in 2000 conducted by the University of Witwatersrand has found that the major cause of conflict between teachers, learners and parents was a difference in perception.
3. To address this, the Western Cape Education Department (WCED) is pleased to announce the roll out of the Transform to Perform (T2P) Strategy to be implemented at schools as from 2019.
4. The T2P Strategy is specifically aimed at promoting a values-driven organisation to positively impact on the motivation levels and mindsets of officials, teachers and learners in the WCED. The shift in motivation and mindset should result in improved performance.
5. The T2P Strategic Framework includes four pillars namely, Leadership Development, Values in Education, Change Mindset and Growth Mindset.

6. **The Leadership and Development Pillar:** The implementation plan may include one-on-one coaching/mentoring (personal mastery) sessions, ethos leadership and an introduction to changing mindsets. It is directed at all levels of leadership, both corporate and academic, in schools, district offices and Head Office.
7. **The Values in Education Pillar:** The implementation plan includes activities that aim to address the attitudes and values which influence the actions and behaviour of individuals. It aims to influence and shift the organisation to become a values-driven organisation by living its values across all levels of the organisation, especially in schools and eventually affecting school communities and the broader society.
8. **The Change Mindset Pillar:** This aims to positively impact the mindset of school-based staff to prepare them for change. The shift aims to move them towards a willingness to experiment, learn and apply innovative ways of thinking and working within the continued pressures of their daily reality.
9. **The Growth Mindset Pillar (for learners):** A growth mindset is an attitude that allows for possibilities and promotes progress and problem solving. This process aims to develop a growth mindset and have a positive impact on learner performance. The implementation aims to start with Grades 4 to 7 and Grades 8 to 9 with a view to expand this scope over the next two to five years.
10. The roll-out target date for the T2P Strategy is **01 April 2019**. Up to 150 schools will be targeted in 2019 and this number will increase annually until it has been implemented at all schools.
11. Contact details for **Transform to Perform (T2P) District Champions:**

District	Name and Surname	Tel. No.	Email
Metro North	Bridget Goosen	021 938 3068	bridget.goosen@westerncape.gov.za
Metro Central	Enver Hassen	021 514 6700	enver.hassen@westerncape.gov.za
Metro South	Rodney Theys	021 703 3198	rodney.theys@westerncape.gov.za
Metro East	Keith de Wet	021 900 7036	keith.dewet@westerncape.gov.za
West Coast	Rosseau Mercuur	021 860 1207	rosseau.mercuur@westerncape.gov.za
Cape Winelands	Johann Burger	021 887 0222	johann.burger@westerncape.gov.za
Overberg	Kobus Mike	028 2147368	kobus.mike@westerncape.gov.za
Eden and Central Karoo	Bennie Bothma	023 415 2070	bennie.bothma@westerncape.gov.za

12. Contact details for the **Head Office Transform to Perform (T2P) Project Team:**

T2P Project Team	Name and Surname	Tel. No.	Email
Programme Manager	Joyce West	021 467 2633	joyce.west@westerncape.gov.za
Programme Coordinator	Enver Sherry	021 467 2635	enver.sherry@westerncape.gov.za
Research	Noma Makapela	021 467 2641	nomawabo.makapela@westerncape.gov.za
Project Manager: Values in Education	Gavin de Bruyn	021 900 5062	gavin.debruyn@westerncape.gov.za
Project Manager: Leadership Development	Matthys Cronje	021 467 2479	matthys.cronje@westerncape.gov.za
Project Manager: Change Mindset	Joyce West	021 467 2633	joyce.west@westerncape.gov.za
Project Manager: Growth Mindset	Marycke Cupido	021 467 2633/35	marycke.cupido@westerncape.gov.za

13. Each school is requested to identify a **Transform to Perform (T2P) Champion** and **Change Team**, who will drive the effective implementation of the T2P Strategy. It must be emphasised that champions should be committed and able to manage the additional work within the required time frames. The T2P Change Team should consist of six members: a governing body member, a non-teaching support staff member, the principal, a School Management Team (SMT) member, a teacher (two teachers at primary schools), and a Representative Council of Learners (RCL) member (high schools only).

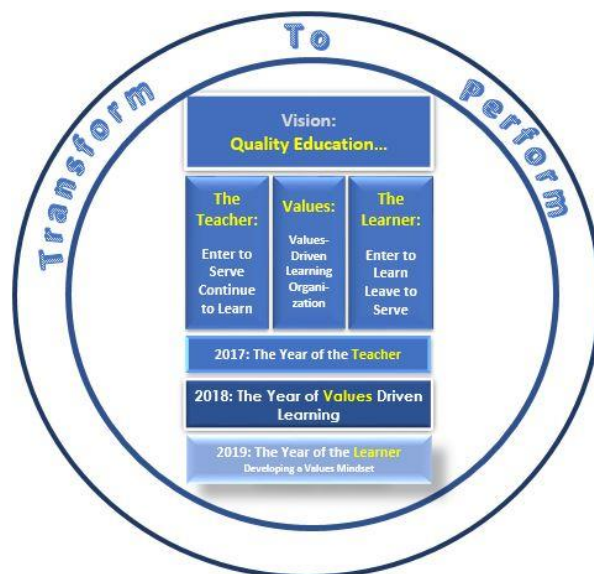
14. **Transform to Perform (T2P) Champions at schools** will be responsible for the following:
- Managing the T2P Strategy and implementation at school level.
 - Performing an interface function between schools, T2P District Champions, the T2P Project Team and service providers.
 - Collecting and communicating information between the school, District T2P Champions and the T2P Project Team.
 - Assisting T2P District Champions with the implementation of T2P projects e.g. logistics, attendance registers, surveys, etc.
 - Monitoring and reporting to District T2P Champions and the T2P Project Manager, as requested in accordance with the T2P Monitoring and Reporting Plan.
 - Assisting with ad hoc requests for urgent support and assistance from the T2P Project Team.

15. Please complete the attached Memorandum of Agreement (MoA), scan and email/fax it to Mr E Sherry at Enver.Sherry@westerncape.gov.za or 086 602 3669 by **Monday, 18 February 2019**.
16. Kindly bring the contents of this circular to the attention of all teaching and non-teaching staff, RCLs and governing bodies.
17. Continued support as the WCED strives towards its vision of **quality education for every learner, in every classroom, in every school in the province**, will be highly appreciated.

SIGNED: BK SCHREUDER

HEAD: EDUCATION

DATE: 2019-02-04





Reference: T2P Champions MoA
Enquiries: W Conrad

TRANSFORM TO PERFORM (T2P) STRATEGY

Memorandum of Agreement (MoA): Transform to Perform Champion

NAME OF SCHOOL:

SCHOOL EMIS NUMBER:

I, (name of principal), agree and support the appointment of the school T2P Change Champion to execute the roles and responsibilities, as listed below, for the duration of the T2P Strategy.

T2P CHANGE TEAM:

Designation	Name and Surname	Persal No.	Tel. No.	Cell. No.	Email
T2P Champion					
Governing body member					
Non-teaching support staff member					
Principal					
SMT member					
Teacher					
Member of the RCL (high schools)/teacher (primary schools)					

T2P Champions at schools will be responsible for the following:

1. Managing the T2P Strategy and implementation at school level.
2. Performing an interface function between schools, T2P District Champions, the T2P Project Team and service providers.
3. Collecting and communicating information between the school, District T2P Champions and the T2P Project Team.
4. Assisting T2P District Champions with the implementation of T2P projects e.g. logistics, attendance registers, surveys, etc.
5. Monitoring and reporting to District T2P Champions and the T2P Project Manager, as requested in accordance with the T2P Monitoring and Reporting Plan.
6. Assisting with ad hoc requests for urgent support and assistance from the T2P Project Team.

Signed at (place), on the (day) of
..... (month) (year).

.....
SCHOOL T2P CHAMPION SIGNATURE

.....
DATE

.....
PRINCIPAL SIGNATURE

.....
DATE

SCHOOL STAMP: