



File no.: 20190213-1589
Reference: 3/3/2/3
Enquiries: Call Centre

Circular: 0005/2019
Expiry date: None

To: Deputy Directors-General, Chief Directors, Directors, Circuit Managers, Heads of all educational institutions and Chairpersons of governing bodies

Short summary: *Permanent appointment of newly qualified educators in terms of section 6(a) of the Employment of Educators Act, 1998.*

Subject: Permanent appointment of newly qualified educators in terms of section 6(a) of the Employment of Educators Act, 1998

1. This circular has been revised and repeals Circular 0054/2015 in its entirety.
2. Section 6(a) of the Employment of Educators Act, 1998 (Act 76 of 1998), makes provision for the appointment of newly qualified educators in a permanent capacity without the substantive post being advertised in a vacancy list.
3. A newly qualified educator is a final year student or a qualified educator who qualified in the past three years and has never had the opportunity of occupying an educator's post on a permanent basis in the employ of the state.
4. The appointment to a permanent post, as envisaged above, is done at the discretion of the Head of Education.
5. Applications for the appointment of a newly qualified educator in a permanent capacity will only be considered if accompanied by confirmation from the governing body and principal that an excess educator could not be sourced or recruited.
6. Newly qualified educators may (immediately) be appointed in a permanent capacity without the advertisement of the post, in line with Collective Agreement No. 4 of 2018, within three months of the contract appointment on the following conditions:

- 6.1 The permanent appointment must be made to a vacant substantive Post Level 1 post and the post must reflect on the new educator staff establishment of the institution for the following year.
- 6.2 The newly qualified educator must:
- a) be professionally qualified for the education profession;
 - b) be suitably qualified to teach the subject and in the phase in which the appointment will be made;
 - c) meet the inherent requirements of the post in which the appointment will be made; and
 - d) be registered with the South African Council for Educators (SACE).
7. In the event that the governing body does not support the permanent appointment of the newly qualified educator, the governing body must submit a written and valid motivation as to why the permanent appointment is not supported.
8. Governing bodies and principals can request a list of Funza Lushaka Bursary holders and other newly qualified educators from the Directorate: Recruitment and Selection to recruit and select suitable candidates for appointment. Enquiries can be made via recruitment.institution@westerncape.gov.za.
9. Nominations for appointment/non-appointment in a permanent capacity must be sent to the following address:
- Directorate: Recruitment and Selection**
Western Cape Education Department
Private Bag X9183
Cape Town
8000
10. This circular is applicable to all public schools.
11. Principals are requested to ensure that this circular is brought to the attention of their governing bodies and educators.

SIGNED: BK SCHREUDER
HEAD: EDUCATION
DATE: 2019-01-05



PERMANENT APPOINTMENT OF FINAL YEAR STUDENTS AS POST LEVEL 1 EDUCATORS AT EDUCATION INSTITUTIONS IN ACCORDANCE WITH SECTION 6A OF THE EMPLOYMENT OF EDUCATORS ACT, 76 OF 1998

Approval has been granted by the Head of Education to proceed with the permanent appointment of Final Year Students as Post Level 1 Educators in accordance with Section 6A of the Employment of Educators Act, 76 of 1998 into vacant/substantive posts at education institutions. The approval for permanent appointment is however not automatic as specific criteria need to be complied with before final approval is granted by the Delegated Authority for such permanent appointment.

Mr/Mrs/Miss, Final Year Student at

.....(Name of Tertiary Institution) is currently completing his/her qualification in (Name of qualification, subject specialisation)

I,(Principal) hereby confirm that:

Educator	
1. The vacant/substantive post is on the staff establishment as per the approved basket of posts in the year of application	Yes/No
2. The Educator is suitably and professional qualified	Yes/No
Post	
3. No Excess exist at the school	Yes/No
4. Was the Excess List consulted for the Matching and Placing of Excess employees into the post Provide detail on the effort made to match and place and excess educator:	Yes/No

Please note that the conversion will only be approved if the vacant/substantive post is on the institutions staff establishment.

I,(name of Principal), on the basis of the above recommend/do not recommend the permanent appointment of the incumbent in the substantive post of (Post Description) on the approved establishment of the (name of Institution).

In the event that you do not support the permanent appointment of the PL1 Educator, the school must submit the reason/s in a letter addressed to Director: Recruitment and Selection and attach such to the completed verification certificate.

SIGNATURE OF PRINCIPAL:

DATE:

SIGNATURE OF CHAIRPERSON OF THE SGB:

DATE:

SIGNATURE OF CM/DISTRICT DIRECTOR:

DATE: