



**Western Cape
Government**

Western Cape Education Department
(Name of directorate)



TITLE OF GUIDELINES

Contents	Page
1. Definitions	2
2. Legislative framework	2
3. Purpose	2
4. Scope	2
5. Heading	2
6. Heading	2
7. Review	3

1. **Definitions**

In these guidelines, any word or expression to which a meaning has been assigned shall bear that meaning assigned to it hereunder and, unless the context indicates otherwise—

“**word**” means ... definition ... ;

“**word**” means ... definition ... ;

“**word**” means ... definition.

2. **Legislative framework**

The legislative framework for these guidelines is:

- (a) South African Schools Act, 1996 (Act 84 of 1996);
- (b) Western Cape Provincial School Education Act, 1997 (Act 12 of 1997);
- (c)

3. **Purpose**

The purpose of these guidelines is to ...

4. **Scope**

These guidelines are applicable to ...

5. **Heading**

5.1 Text.

5.2 Text.

5.2.1 Text

- (a) text
 - (i) text.

6. **Heading**

6.1 Text.

6.2 Text.

7. **Review**

These guidelines must be reviewed when the need arises or in the case of changed circumstances, such as pronouncements by legislation and/or regulations and budgetary constraints.

I.....(name) Provincial Minister for
Education / Head of Department for Education in the Western Cape hereby approve the
[title of guidelines] .
.....(signature)
..... (date)