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To: Deputy Directors-General, Chief Directors, Directors, Circuit Managers, Subject Advisers, Principals and Chairpersons of governing bodies

Short summary: *This circular introduces the 2024 planning calendar for schools.*

Subject: The 2024 planning calendar for schools

1. The attached 2024 planning calendar for schools provides a schedule of important dates for training programmes, meetings, tests and examinations, religious observances, and other administrative deadlines in order to aid schools' planning for 2024.
2. Every effort will be made to ensure that the dates provided in the calendar remain fixed, but it should be noted that dates may be subject to change due to changes in operational requirements and/or external factors.
3. Schools are invited to provide feedback on how the planning calendar can be improved to Redewan.Larney@westerncape.gov.za.

SIGNED: B WALTERS
HEAD: EDUCATION
DATE: 2023-09-12