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To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Deputy Directors, Circuit Managers, Heads: ISLES Coordination and Advice, District Officials, Principals and Chairpersons of governing bodies of public schools

Short summary: *Permission for schools to enter into agreements with the IEC to use schools situated on state property during national and local government elections.*

**Subject: Permission for the IEC to use schools on state property during national and local government elections**

1. The purpose of this circular is to advise all Western Cape Education Department (WCED) schools situated on state property and occupying state buildings about the obligations of governing bodies in respect of section 36 of the South African Schools Act (SASA), 1996 (Act 84 of 1996), specifically pertaining to the use of school buildings by the Independent Electoral Commission (IEC) during national and local government elections.
2. Section 36(4)(a) of SASA states that a governing body may, with the approval of the Member of the Executive Council,
  - (i) lease, burden, convert or alter immovable property of the school to provide for school activities or to supplement the school fund of that school; and
  - (ii) allow any person to conduct any business on school property to supplement the school fund.
3. The WCED, in support of democracy, permits the use of public school buildings by the IEC during national and local government elections, provided that IEC activities take place in an orderly fashion and bear no cost implications for the WCED or our schools.
4. The IEC must take responsibility for sanitising all the areas used prior to learners returning to school.
5. Governing bodies are permitted to enter into agreements with the IEC for the use of public school buildings during national and local government elections.

6. The WCED wishes all schools success with this venture, should they choose to avail their school buildings for this purpose.

**SIGNED:** D MAYNIER

**MINISTER OF EDUCATION, WESTERN CAPE**

**DATE:** 2023-09-29