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To: Deputy Directors-General, Chief Directors, Directors, Chief Education Specialists, Circuit Managers and Principals of ordinary public and special schools

Short summary: *Provision of 2024/25 public service support staff establishments for ordinary public and special schools.*

Subject: Provision of 2024/25 public service support staff establishments for ordinary public and special schools

1. A revision of public service support staff establishments for all ordinary public and special schools for the period 01 April 2024 to 31 March 2025 was conducted in line with the approved norms and standards.
2. Due to the current pressurised fiscal environment, the allocation of additional public service posts is not affordable. Therefore, it was decided to maintain the current public service post allocations to schools for the 2024/25 financial year, excluding schools that stand to lose posts due to learner reductions.
3. Schools that had substantial decreases in learner enrolment over the past few years and no longer qualify for such allocations in terms of the approved norms and standards, will receive adjusted post allocations with effect from 01 April 2024.
4. The filling of vacant public service support staff posts must comply with the requirements set out in paragraph 3.2 of Recruitment and Selection Notice 0001/2023, dated 31 October 2023.
5. If permanent posts become vacant, employees in excess will receive preference for matching and placement into such posts.

6. The 2024/25 public service support staff establishments for public schools was published on CEMIS under "Administration" on 23 February 2024.

SIGNED: B WALTERS

HEAD: EDUCATION

DATE: 2024-02-16