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Circular: 0012/2024
Expiry date: None

To: Deputy Directors-General, Chief Directors, Directors, Principals and Chairpersons of governing bodies of ordinary public schools and hostels (excluding colleges of education)

Short summary: *Increase in amounts payable for hostel and private boarding, private transport and personnel subsidies.*

Subject: Increase in amounts payable for hostel and private boarding, private transport and personnel subsidies

1. **Hostel and private boarding and private transport subsidies**

1.1 Approval has been granted for an increase in the following subsidies with effect from **01 April 2024**:

1.1.1 Hostel boarding subsidies:

The maximum boarding subsidies payable to needy learners enrolled in a hostel attached to ordinary public schools have been increased from R 11 244,00 to R14 000,00 per learner, per annum.

1.1.2 Private boarding and transport subsidies:

The maximum private boarding and transport subsidies payable to needy learners in the West Coast, Cape Winelands, Eden and Central Karoo, and Overberg districts have been increased from R5600,00 to R5860,00 per learner, per annum.

1.2 Please note that the above subsidies have been calculated according to the approved means test (see Institutional Management and Governance Planning Minute 0001/2018, dated 09 March 2018) and the criteria set out in Circular 0143/1998, dated 06 November 1998, and Circular 0029/2001, dated 13 March 2001.

2. **Personnel subsidies**

2.1 Approval has also been granted for increases in the following personnel subsidies with effect from **01 April 2024**:

- 2.1.1 The personnel subsidy payable to schools with an enrolment of fewer than 201 learners at ordinary public schools, for the employment of administrative and general services staff, has been increased from R 740,00 to R1000,00 per learner, per annum. A minimum of R50 000,00 will be paid per school, per annum.
- 2.1.2 The personnel subsidy payable to hostels linked to ordinary public schools with fewer than 50 boarders, for the employment of administrative staff, has been increased from R11 244,00 to R14 000, 00 per learner, per annum.
- 2.2 Please note that personnel subsidies have been calculated according to the criteria set out in Circular 0117/2000, dated 03 September 2000, and Circular 0025/2011, dated 11 October 2011.
- 2.3 The number of learners used in the calculation of personnel subsidy transfer payment is as per the Snap Survey learner numbers for Grades 1–12, including Learners with Special Education Needs of the relevant school year.
- 2.4 A personnel subsidy will not be paid to ordinary public schools with an enrolment of 200 or fewer learners, or to ordinary public schools with an enrolment of 50 or fewer boarders in the hostels attached to it, if it is confirmed that the school has excess public service staff.
3. Funds will only be paid over to a school if the district office certifies it to be financially sound based on the financial activities of previous quarters. Furthermore, if a school is not certified as financially sound on or before the end of the financial year, the school may forfeit its transfer payment funding.
4. **Contact detail for enquiries**
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| Hostel and private boarding and private transport | Subsidies.Wced@westerncape.gov.za |
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5. Schools/hostels are encouraged to submit any queries to the relevant contact details above, in writing, should they not be available telephonically.
6. Please bring the content of this circular to the attention of relevant personnel.

SIGNED: L ELY

ACTING HEAD: EDUCATION

DATE: 2024-04-05