



Reference: 20160311-8681

11/1/1/1/127

Enquiries: C Walker

Curriculum FET Minute: DCF 0005/2016

To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Co-ordination and Advice, Circuit Managers, Subject Advisers and Principals of ordinary public and special schools

Subject: eReadiness assessment within ordinary public and special schools

1. The Western Cape Education Department (WCED) is implementing an eStrategy over the next 10 years and this has been elevated to a Western Cape Government (WCG) eLearning Game Changer (GC) for focused attention over the next three years. As part of the WCED's ongoing strategy, an **eReadiness assessment** must be conducted across all ordinary public and special schools.
2. The purpose of the eReadiness assessment is to determine schools' current Information, Communication and Technology (ICT) status. This includes information on the existing ICT infrastructure, technology, policies and support in place to implement ICT integration and the current use of ICT.
3. The eReadiness assessment has three sections, each covered in a separate survey using the survey tool "Monkey Survey":
 - (a) a survey for principals on the technology available in the school;
 - (b) a questionnaire for principals; and
 - (c) a questionnaire for teachers.
4. The first section, "**The ICT technology assessment**" can be found at the following online address, https://www.surveymonkey.com/r/WCED_ICT Principals are requested to copy or type the address into their browser, complete the questionnaire and submit their responses by clicking on the "**Submit**" button.
5. The second section, "**The questionnaire for principals**" can be found at the following online address, https://www.surveymonkey.com/r/WCED_Principal Principals are requested to copy or type the address into their browser, complete the questionnaire and submit their responses by clicking on the "**Submit**" button.

6. The third section, "**The questionnaire for teachers**" can be found at the following online address, https://www.surveymonkey.com/r/WCED_Teacher Teachers are requested to copy or type the address into their browser, complete the questionnaire and submit their responses by clicking on the "**Submit**" button.
7. Please note that the questionnaires can be accessed from most internet-enabled devices.
8. Principals are kindly requested to share this communication with all teaching staff and to assist in the completion and sign-off of the online questionnaires by **Friday, 8 April 2016**. Please facilitate the process by arranging time and/or machines for staff to participate in this very important survey.
9. For assistance the relevant eLearning adviser can be contacted as listed below:

DISTRICT	eLEARNING ADVISOR	TELEPHONE	EMAIL ADDRESS
Metro North	Moederick Jacobs	021 938 3142	mojacobs@westerncape.gov.za
Metro East	Rodney Nissen	021 900 7106	rodney.nissen@westerncape.gov.za
Metro East	Jaco Joseph	021 900 7266	jaco.joseph@westerncape.gov.za
Metro East	Sipho Didiza	021 900 7103	sipho.didiza@westerncape.gov.za
Metro South	Deon Khan	021 370 2040	deon.khan@westerncape.gov.za
Metro South	Trevor Francke	021 370 2058	trevor.francke@westerncape.gov.za
Metro Central	Husain Mollagee	021 514 6967	husain.mollagee@westerncape.gov.za
West Coast	Horatio Hart	021 860 1200	horatiowilfred.hart@westerncape.gov.za
Eden & Central Karoo	Eastern Roux	044 279 1681	eastern.roux@westerncape.gov.za
Eden & Central Karoo	Samuel Bouwers	044 803 8385	samuel.bouwers@westerncape.gov.za
Overberg	Simonette du Plessis	028 214 7387	simonette.duplessis@westerncape.gov.za
Cape Winelands	Leonard Cloete	023 348 4609	leonard.cloete@westerncape.gov.za
Cape Winelands	Harriet Lakey	023 348 4611	harriet.lakey@westerncape.gov.za

SIGNED: BK SCHREUDER

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2016-03-11