



Reference: 20190220-1916  
File no.: 12/17/4  
Enquiries: AW Africa

Institutional Resource Support Minute: 0001/2019

To: Chief Directors, Directors (Head Office and district offices), Circuit Managers, Heads: Curriculum Support, Subject Advisers, Learner Support Staff, Principals and Chairpersons of governing bodies of public primary and secondary schools

**Subject: Basic school library training during the 2019 June and September holidays**

1. The Department of Basic Education (DBE) identified the dire need for providing assistance in school library management and operations.
2. The Education Library and Information Services (EDULIS) was granted permission by the Western Cape Education Department (WCED) to roll out the DBE's basic school library training during the 2019 June and September school holidays in all districts.
3. EDULIS will train 60 educators per district and preference will be given to staff in the school library. Unfortunately, this training is only available for educators. We plan to have two sessions per district with 30 educators per session on two consecutive days.
4. The purpose of this minute is to inform you about the training three months in advance.
5. Educators who would like to be part of this training, can log on to the following URL, <https://docs.google.com/forms/d/1K-gtQa54Bmp-wp5Li3k-ZN9C-u02w1KoZgWLOXnkzmE/edit> to register by completing this Google document and submitting it.
6. Kindly bring the contents of this minute to the attention of all concerned.

**SIGNED: S ABRAHAMS**  
**ACTING DEPUTY DIRECTOR-GENERAL: EDUCATION PLANNING**  
**DATE: 2019-02-26**