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File no: 12/2/8/17/2/2
Enquiries: R. Leukes

Curriculum GET minute: DCG 0002/2021

To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Support, Circuit Managers, Deputy Chief Education Specialists, Subject Advisers, Principals of all ordinary public, special and independent schools with Grade R

Subject: Registration of Grade R Teacher/Practitioner Qualifications on CEMIS

1. The Western Cape Education Department (WCED) is committed to ensuring that all data is reliable and valid.
2. The school principal is responsible to ensure that accurate data is captured on the Central Education Management Integrated System (CEMIS). Grade R teacher/practitioner qualifications vary and currently 36 entries can be made on the system, this poses a considerable risk to the accuracy of capturing the qualifications correctly.
3. This minute serves to reduce the risk and to enable an accurate account of the Grade R teacher/practitioners' highest qualification on the system. **Annexure A** is the South African Qualification Association (SAQA) Framework for Qualifications, which enables the capturer to reference the Grade R teacher/practitioner qualification.
4. WCED reports on the qualifications of all Grade R teachers/practitioners to the Auditor General as well as the Department of Basic Education. The accuracy of the information is therefore of vital importance and inaccurate reporting can be considered fraudulent. **Annexure B** indicates the level of the qualification according to the SAQA Framework.
5. The content of this minute must be brought to the attention of all involved in Grade R education at public ordinary, independent, special and Early Childhood Development independent schools.

SIGNED: PAD BEETS

DEPUTY DIRECTOR-GENERAL:CURRICULUM AND ASSESSMENT

DATE: 2021-03-09