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File no.: 12/2/10/3
Enquiries: LR Abrahams

Institution Development and Coordination Minute: 0001/2021

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Circuit Managers, Principals and Chairpersons of Governing Bodies

Subject: COVID-19 Daily Screening of Learners

1. The regulations pertaining to COVID-19 require that learners be screened for symptoms of Coronavirus infection, daily, upon arrival at the school.
2. This minute serves to confirm that schools must continue to capture the screening data of all ordinary public and special school learners until this legal requirement is formally withdrawn.
3. To be able to trace cases effectively, the data will have to be captured in a central database, hence the Western Cape Education Department (WCED) has opted to continue using the current common tool to capture the data for all learners.
4. It is therefore **COMPULSORY** for all schools to capture the daily screening of learners using the following link: <https://wcedemis.westerncape.gov.za/wced/lncovid.html>.
5. Schools may not use their own systems or functions to capture the daily screening of learners; they must use the official WCED function.
6. We wish to thank all institutions for their support and understanding at this time.
7. All queries in respect of the above can be directed to the relevant circuit manager in each circuit or the Head: Management and Governance in each district.
8. Kindly bring the contents of this minute to the attention of all concerned.

SIGNED: HA LEWIS

DEPUTY DIRECTOR-GENERAL: INSTITUTION DEVELOPMENT AND COORDINATION

DATE: 2021-01-19