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ISalathiso **2/3/B**



Wes-Kaap Onderwysdepartement

Western Cape Education Department

ISEBE leMfundo leNtshona Koloni

CIRCULAR: 0007/2008

TO: SUPERINTENDENT-GENERAL, DEPUTY DIRECTORS-GENERAL, CHIEF DIRECTORS, DIRECTORS (HEAD OFFICE AND DISTRICT OFFICES), SENIOR CIRCUIT MANAGERS, CIRCUIT MANAGERS, DISTRICT OFFICE PERSONNEL AND PRINCIPALS OF PUBLIC SCHOOLS

BRIEF SUMMARY: Delegation of powers of the Head of Department (Head of Education) in terms of the Regulations relating to the Exemption of Parents from the Payment of School Fees, 2005

SUBJECT: DELEGATION OF POWERS OF THE HEAD OF DEPARTMENT (HEAD OF EDUCATION) IN TERMS OF THE REGULATIONS RELATING TO THE EXEMPTION OF PARENTS FROM THE PAYMENT OF SCHOOL FEES, 2005

1. In terms of Regulation 3 of the *Regulations relating to the Exemption of Parents from the Payment of School Fees, 2005*, Governing Bodies and principals of public schools are compelled to inform parents, in writing, of the amount of school fees payable annually and the procedure for applying for exemption from the payment of school fees when a learner is admitted to the school. The Regulations further determine that the principal and parent must sign the prescribed form for this purpose as confirmation that the parent was informed.
2. Regulation 3(1)(d) determines that a copy of the signed form must be sent to the Head of Department or his/her delegate for record purposes.
3. The Head of Department has delegated his powers in this respect, in terms of section 62(2) of the South African Schools Act, 1996 (Act 84/1996), as amended, to officials in the Western Cape Education Department, as set out in the attached schedule. These delegations come into effect immediately.
4. Your co-operation will be appreciated.

SIGNED: HA LEWIS
HEAD: EDUCATION
DATE: 2008:03:12

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