



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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**TO: HEADS OF PROVINCIAL EDUCATION DEPARTMENTS
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CIRCULAR S17: REVISED MANUAL ON THE APPLICATION OF ACCOMMODATIONS AND CONCESSIONS

1. The Department of Basic Education promulgated the Policy on Screening, Identification, Assessment and Support (SIAS), which identifies accommodations and concessions as a key support mechanism to ensure that learners experiencing barriers to learning are not disadvantaged.
2. Subsequently, in September 2016, the Department of Basic Education developed the *Procedural Manual for the Assessment of Learners who Experience Barriers to Learning (Grades R-12)*. However, recent developments, including the promulgation of the Protection of Personal Information Act 4 of 2013 (POPIA), the outbreak of the COVID-19 pandemic, and the inconsistent implementation of the manual necessitated revisions to the manual to ensure its effectiveness.
3. Oversight visits conducted by the Department of Basic Education have also identified challenges in implementing the existing manual, hindering support for learners experiencing barriers to learning and assessment. To address these issues, the Department of Basic Education reviewed the manual, ensuring it complies with POPIA and addresses the identified challenges.
4. Considering these changes, the Department of Basic Education conducted a national training session on the revised manual from 04-06 September 2024, and therefore, requested Provincial Education Departments to begin to implement the revised manual as of January 2025. Furthermore, all schools, accommodation providers, support

structures, School-Based Support Teams, District-Based Support Teams, and Provincial and District Based Accommodations Committees must be adequately trained in the implementation of the revised manual.

5. The purpose of this Circular is to inform Provincial Education Departments of the Revised Procedural Manual that replaces the 2016 version.
6. In this regard, Provincial Education Departments are requested to bring the content of this Circular to the attention of all provincial and district officials, principals, teachers and support staff of both public and independent schools, and other relevant stakeholders.
7. Your support in ensuring compliance with the content of this circular in the implementation of the Revised is greatly appreciated.



MR HM MWELI

DIRECTOR-GENERAL

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