



PRO-PRACTICUM: Vir Beroepsgerigte Onderwys SKOOL / SCHOOL: For Vocational Education

Posbus / P.O. Box 5067
Wes-Krugersdorp-West 1742
Luipaardstraat 273 Luipaard Street
Wes-Krugersdorp-West 1730

Tel: (011) 953-1998/9
Fax: (011) 953-1984
E –Mail: principal@propracticum.co.za

Dear parent / guardian

2020/12/4

Covid-19 Letter 11

Re: Report card Collections

Due to Memo 372 (see attached) received from the department, we are only permitted to hand out the Final Report Cards on the 15th of December. We unfortunately have to change the arrangements sent put in Covid-19 Letter 10.

We sincerely apologise for the inconvenience. Please take note of the NEW arrangements that still keep to the National Disaster Management Act and the Standard Operating Procedures.

All grades must come to collect their Report Cards on the **15th of December from 7:30-9:30**. The only access point will be the main gate on **Luipaard street**.

- Pedestrians and private transport learners will wait in line and enter the school upon instruction from the teacher.
- Bus learners will wait in their busses until it parks in front of the main gate and exit the bus, collect their report cards and climb back on the bus.

Adhere to the following protocol when entering the school:

- Step 1: Scan temperature and receive sticker
- Step 2: Enter the school
- Step 3: Locate your Year table
- Step 4: Give your sticker to the teacher
- Step 5: Sign for your Report Card
- Step 6: Exit the school and move back to your transport
- Step 7: Depart Home

Please note:

No learners will be allowed into the school grounds without prior arrangements made with the school.

If learners cannot fetch their report cards on the 15th of December. They will receive it in 2021.

Parents are welcome to wait for their learners as they collect their report cards

All learners must disperse and move to their transport immediately

The following arrangements must be followed according to the Standard Operating Procedures set in place due to Covid-19:

1. Mask must be worn at all times
2. Maintain social distancing
3. Sanitise your hands upon entering the school
4. No contact or touching is allowed

5. Follow the instructions from the educators at all times.

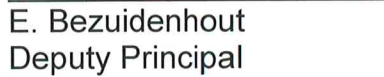
The school will open for learners on the 27th of January.

We wish all the learners, parents and guardians a happy festive season

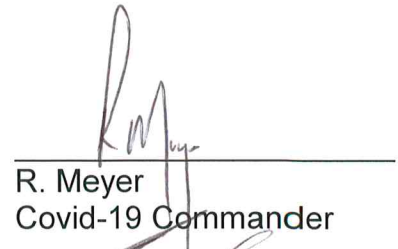
Yours in education.



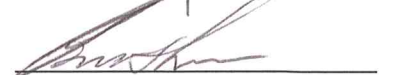
A. Mertz
Principal



E. Bezuidenhout
Deputy Principal



R. Meyer
Covid-19 Commander



L. Brookshaw
HOD



GAUTENG PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

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MEMO

CMD 372/2020

**TO : Principal of Public Ordinary Schools
and Independent Schools
SAT Coordinators**

**FROM : Mr AO Koapeng
District Director
Office of the District Director Gauteng West**

DATE : 01 December 2020

SUBJECT: FINAL ACADEMIC REPORT ISSUE DATE

Dear Principal

This is a reminder that no academic reports are to be issued before 15 December 2020. This information is contained in the Head Office memo dated 09 November 2020 on **Procedures for end-of-year schedule ratification and verification 2020**. Schools are advised to refer to paragraph 8 of this memo and ensure compliance regarding the directive.

The office of the Director wishes to thank schools for ensuring the delivery of the assessment and reporting processes in 2020

Yours faithfully

Mr. David Maanwane
Acting CES: CMD
Office of the District Director:
Gauteng West
DATE: 3/12/2020

Mr. Oupa Koapeng
DISTRICT DIRECTOR
Office of the District Director:
Gauteng West
DATE: 3/12/2020