



1 GENERAL INFORMATION												
(Complete ONLY the blocks where particulars have changed, are incorrect or are missing.)												
1.1	School Name											
1.2	Province code	(Codes on the cover page)										
1.3	School level	[1=Pre-Primary; 2=Primary; 3=Secondary; 4=Intermediate; 5=Combined]										
1.4	School sector	[1=Public; 2=Independent]										
1.5	Ownership of land	[1=State;2=Church;3=Mine;4=Farm;5=Hospital;6=Trust;7=Company;8=Private Individual;9=Factory; 10=Other: (specify)]										
1.6	Educational region											
1.7	Educational district											
1.8	Circuit (If applicable)											
1.9	Municipality											
1.10	Nearest town/city											
1.11	Distance to nearest town/city (Km)											
1.12	Email											



**NOTE: PLEASE LEAVE THE BLOCKS BLANK WHERE THERE IS NO INFORMATION IN SECTION 2 AND 3. DO NOT USE LEADING ZEROS, ZEROS OR DASHES TO INDICATE AN ABSENCE OF DATA.**

2 LEARNER INFORMATION												
(Complete the following based on the number of learners according to grade and gender)												
2.1 Total number of LEARNERS enrolled at the school on the survey date according to grade and gender. (Total number of learners per grade including the SNE learners in the mainstream classes from Pre grade R – Post -Matric.) (SNE learners in the fulltime separate classes must be counted in the SNE column.)												
	Pre Grade R	Grade R	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7			
Male												
Female												
Total												
	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Post-Matric	SNE	Total				
Male												
Female												
Total												

*Pre Grade R = Learners that are not yet in grade R.*

*Grade R = Learners in the grade before grade 1.*

*SNE = Special Needs Education. Refers to a class, that learners who experience barriers to learning, attend on a full-time basis so that their curriculum support needs can be individually addressed.*

*Post-Matric = Any other classes offered after matric for learners who have completed matric.*

2.2 Language of Learning and Teaching (More than one language can be marked.)												
Afrikaans		English		IsiNdebele		Sepedi		SiSwati		Xitsonga		
Tshivenda		Setswana		IsiXhosa		IsiZulu		Sesotho		SASL		
Other (Specify)												

*SASL = South African Sign Language.*



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**3 EDUCATOR INFORMATION**  
 All staff employed at the school on the survey date must be indicated on the survey form.  
 Staff members who are on leave must be indicated even if they have been replaced by substitutes.  
 Independent schools must indicate their staff under the heading "governing body".  
**NO STAFF MEMBER SHOULD BE COUNTED MORE THAN ONCE.**

**3.1 Number of STAFF remunerated by the STATE (Do not include employees paid by the governing body.)**

CATEGORY	Permanent				Temporary				Substitutes				Total		
	Full-time		Part-time		Full-time		Part-time		Full-time		Part-time				
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female			
Educators															
Prof. non-teaching staff															
Admin. Staff															
Support staff															
Hostel staff															

**3.2 Number of STAFF remunerated by the GOVERNING BODY (Do not include employees paid by the state.)**

CATEGORY	Permanent				Temporary				Substitutes				Total		
	Full-time		Part-time		Full-time		Part-time		Full-time		Part-time				
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female			
Educators															
Prof. non-teaching staff															
Admin. Staff															
Support staff															
Hostel staff															

**Educators** = Staff working in a teaching position including the principal, remedial educators and specialist educators.  
**Prof. non-teaching staff** = Personnel who are classified as paramedics, social workers, caregivers, therapists and psychologists.  
**Admin. Staff** = Personnel who are classified as secretaries, typists and administrative clerks.  
**Support Staff** = Personnel who are classified as laboratory assistants, cleaners, kitchen staff, gardeners, caretakers, messengers, pre primary and Grade R assistants.  
**Hostel Staff** = Personnel appointed at the hostel. Educators supervising at the hostel must not be included.  
**Substitutes** = An educator who is filling in for another educator who has been included in the permanent or temporary column.  
**Full-time** = Appointed in a full-time substantive post who works a full week.  
**Part-time** = Appointed to work fewer hours than a full-time employee.