



# PEPPS MOTHEONG Primary and Secondary School

An Independent School Est. 1991

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15 March 2021

Dear Parent and Guardian

We are urgently following up on the matters that was raised over the past week and the incidents we had at school. We want to thank parents for their mails and messages of support.

A notification for a meeting on Saturday at 15:00 was distributed amongst parents. Please know that any official notification from the school will come via d6 or on an official letterhead of the school. Legally only the principal at the school may call a meeting in behalf of the school. 30 parents attended a meeting outside the gate of Motheong and we will receive a memorandum of their concerns today. We will keep our parents updated.

We want to request parents to plan visits to the School. In the mornings we use the reception area as a screening point. Unless you have a confirmed meeting with the principal or a HOD, we can't accommodate you during this time. If you want to collect uniform from the office, please phone to arrange with Ms Maila as to have the documents or items ready and plan your visit outside drop off and collection time. This will save you waiting time at the school as well. Any meeting with a teacher, HOD or the principal will be confirmed with you and a meeting space will be ready for this meeting.

Many parents raised their concern about the entry of a group of people on the premises without permission. Parents feel that the safety of their children was compromised with the entry of this group. In the meeting with ISASA (Independent School Association of South Africa) on Friday they referred to the SOP of the DBE. We used this same document as basis to share a summary on parent visits to school in previous correspondence. Herewith a reminder of the process and protocol as to act in the best interest of all stakeholders:

Direction 4 (1) provides as follows:

**"4. Entry to school premises**

**(1) No person, other than a learner or official, may enter a school premises or hostel, unless such person obtains the permission of, and makes arrangements with, the principal or Head of Department in advance before entering the school premises or hostel."**

The DBE Standard Operating Procedure (SOP) also supports the provision of the Direction cited above. It provides as follows:

**"7. ACCESS CONTROL FOR PARENTS AND THIRD PARTIES**

7.1 The SMT and SGB must ensure that:

7.1.4 **all visitors**, except government officials as per provisions of the South African Schools Act 84 of 1996: Regulations for safety measures at public schools, paragraph 6: Exemption of certain persons e.g. from the SAPS, SADF, DBE, DSD and DOH, **must make an appointment and state the nature of their visit."**

From the above it is clear that access to school premises by "third parties" can only be through permission granted by the principal. The HOD and SGB referred to here is applicable to government schools.

Yours in education.

JJ Berrange  
PRINCIPAL

**ACCREDITED BY UMALUSI, COUNCIL FOR QUALITY ASSURANCE IN GENERAL AND FURTHER EDUCATION AND TRAINING**

Section 21 Company Reg. No. 2001/002363/08

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