



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

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**TO: DEPUTY DIRECTORS - GENERAL
CHIEF DIRECTORS
DIRECTORS
CESs CIRCUIT MANAGEMENT
CIRCUIT MANAGERS**

NOTICE: COMMENCEMENT OF THE 2021 SNAP SURVEY REPORTING PERIOD.

1. The 2021 SNAP Survey data will be collected using SA-SAMS databases.
2. Government gazette of 7 September 2004, gazette no 27667 states that the data must be a reflection of the statistics as of the 10th teaching day after the re-opening of schools in a new academic year. This day therefore falls on **26 February 2021**.
3. The South African Schools Act of 1996 stipulates that all schools (**Public and Independent**) shall be required to submit data as and when it is required by the Head of Education Department.
4. All functional schools in the province (**Public and Independent**) should submit the 2021 enrolment data through SA-SAMS databases to the department in line with the District collection schedules from the **26 February 2021 to 05 March 2021**.
5. Circuit Management should monitor that all schools submit the databases with relevant signed off deployment forms to EMIS. This includes ensuring that complete and accurate enrolment data is submitted.



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6. On receipt of databases from the schools, the Head Office EMIS Section will conduct data quality checks and prepare lists of duplicate learner records across schools and across Districts. This will require urgent attention and resolution by Circuit Management (**17-19 March 2020**).
7. The current Heads of Education Departments Committee (HEDCOM) Decision of 15 October 2018 indicates that the learner record with the latest date of registration is accepted as where the learner should be allocated. The other schools with prior dates of registration should be requested to archive the learner record.
8. The data collected during this period is used as an official source for planning and allocation of resources within the department. This data also forms part of the Provincial Equitable Share calculations by National Treasury.
9. The same data will also be used for uploading to the National Senior Certificate (NSC) system for 2021 registration of Matric Candidates.
10. The preliminary enrolment statistics will be made available by EMIS on **17 March 2021**. This data will provide an indication of the 2021 academic year statistics. The data will be deemed fit for use subject to completion of data cleansing and data integrity processes.
11. The Final Snap Statistical Report (Official) will be released and published on **23 April 2021** after approval by the Head of the Department (HOD)

DR. E.V. NZAMA

HEAD OF DEPARTMENT: EDUCATION

DATE:

25/2/2021