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INTERNAL MEMORANDUM

**DEPUTY DIRECTORS GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS
DISTRICT DIRECTORS
SCHOOL PRINCIPALS
SCHOOL GOVERNING BODIES**

**DIRECTIVES FOR EARLY RELEASE OF LEARNERS AND OFFICIALS OF THE DEPARTMENT
DUE TO SEVERE WEATHER WARNINGS AS ISSUED BY THE SOUTH AFRICAN WEATHER
SERVICES**

1. The province of KwaZulu-Natal has been experiencing various challenges in the recent weeks emanating from flooding.
2. A number of communities have been seriously affected and some lost family members. Schools have been no exception in this regard
3. According to the South African Weather Services, KZN is likely to experience heavy rainfalls in the afternoon of **Wednesday, 17th January 2024**.
4. As such, all principals are directed to release learners by 13h00. In the event that rain falls before the stipulated time, principals must exercise their discretions in line with the guidelines issued on 16 October 2023 (**herein attached**).
5. In the same vein, all responsibility managers must release staff by 13h00 this afternoon.
6. Kindly bring the contents of this memo to all officials and schools.

Mr G. N Ngcobo
Head of Department: Education

Date: 17 January 2024