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DIRECTORATE:IMGP  
DIVISION:  
SAFE SCHOOLS  
467 2597 / 8  
467 2573  
13/15/1  
20020423-0019



Wes-Kaap Onderwysdepartement

Western Cape Education Department

ISebc leMfundo leNtshona Koloni

CIRCULAR: 0053/2002


EXPIRY DATE: NONE

TO: HEADS OF EDUCATIONAL INSTITUTIONS, CHIEF DIRECTORS AND  
DIRECTORS (HEAD OFFICE AND EMDCs)

BRIEF SUMMARY: Change of submission date for safety plans

SUBJECT: SAFETY MEASURES AT PUBLIC SCHOOLS

1. We refer you to the content of Circular 0004/2002 .
2. The process of arriving at a effective safety plan for a school - which incorporates its acceptance by all members of the the community - is complex and time-consuming. The National Department of Education has therefore given permission for the Western Cape Education Department schools to submit their safety plans to the Head of Department by **11 October 2002**. Schools should therefore submit their safety plans to the relevant Safe Schools co-ordinators at EMDCs by no later than that date.
3. A copy of the Government Notice No 1040, South African Schools Act (84/1996): Regulations: Safety Measures at Public Schools is attached.

  
ACTING HEAD: EDUCATION  
DATE: 2002-05-10

MELD ASSEBLIEF VERWYSINGSNOMMERS IN ALLE KORRESPONDENSIE / PLEASE QUOTE REFERENCE NUMBERS IN ALL CORRESPONDENCE /  
NCEDU I BILALE IINOMBOLO ZESALATHISO KU YOYONKE IMBALI ELWANO

GRAND CENTRAL TOWERS, 1A/8 PARLIAMENT STREET, PRIVATE BAG 9114, CAPE TOWN 8000  
GRAND CENTRAL TOWERS, LOWER PARLIAMENT STREET, PRIVATE BAG 9114, CAPE TOWN 8000

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# Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA  
REPUBLIEK VAN SUID-AFRIKA

Vol. 436

Pretoria, 12 October 2001  
Oktober

No. 22754



AIDS HELPLINE: 0800-0123-22 Prevention is the cure

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## GOVERNMENT NOTICE

## DEPARTMENT OF EDUCATION

No. 1040

12 October 2001

SOUTH AFRICAN SCHOOLS ACT, 1996 (ACT NO. 84 OF 1996)  
REGULATIONS FOR SAFETY MEASURES AT PUBLIC SCHOOLS

The Minister of Education, after consultation with the Council of Education Ministers, hereby gives notice in terms of section 61 of the South African Schools Act, 1996 of the regulations relating to safety measures at public schools as set out in the Schedule.

PROFESSOR KADER ASMAL, MP  
MINISTER OF EDUCATION

## SCHEDULE

## Definitions

1. In these Regulations any word or expression to which a meaning has been assigned in the Act, shall have that meaning and, unless the context indicates otherwise-

“dangerous object” means-

- (a) any explosive material or device;
  - (b) any firearm or gas weapon;
  - (c) any article, object or instrument which may be employed to cause bodily harm to a person, or to render a person temporarily paralysed or unconscious, or to cause damage to property; or
  - (d) any object which the Minister may by notice in the Gazette declare to be a dangerous object for the purposes of these regulations;
- unless such objects are used for education purposes;

“HOD” means the Head of Education Department in a province.

“illegal drug” means any unlawful intoxicating or stupefying substance;

“public school premises” includes a building, structure, hall, room, office, convenience, land, enclosure, which is under the control of a public school, to which a member of the public has a right of access, or is usually admitted, or to which he or she may be admitted;

### Scope of applicability

2. These regulations apply to all public schools.

### Application of other laws

3. Notwithstanding the provisions of these Regulations, a public school is not exempted from complying with the provisions of any other applicable law and these Regulations are intended to support such applicable laws.

### Violence and drug free public schools

4. (1) All public schools are hereby declared drug free and dangerous object free zones.
- (2) No person may -
  - (a) allow any dangerous object in the public school premises;
  - (b) carry any dangerous object in the public school premises;
  - (c) store any dangerous object in the public school premises except in officially designated places identified by the principal;
  - (d) possess illegal drugs on public school premises;
  - (e) enter public school premises while under the influence of an illegal drug or alcohol;

- (f) cause any form of violence or disturbances which can negatively impact on any public school activities;
  - (g) wittingly condone, connive, hide, abet, encourage possession of dangerous objects or refuse, fail, neglect to report the sighting or presence of any dangerous objects to the departmental authorities or the police as soon as possible;
  - (h) directly or indirectly cause harm to anyone, who exposes another person who makes an attempt to frustrate the prevention of the dangerous objects and activities.
- (3) A police official or in his absence, the principal or delegate may, without warrant-
- (a) search any public school premises if he or she has a reasonable suspicion that a dangerous object or illegal drugs may be present in the public school premises in contravention of the regulations;
  - (b) search any person present on the public school premises; and
  - (c) seize any dangerous object or illegal drugs present on public school premises or on the person in contravention of these regulations.

#### Access to public schools premises

5. (1) Subject to the Constitution, laws and national and provincial policies, the HOD or principal of any public school may and for such timeframes as may be necessary-
- (a) take such steps as he or she may consider necessary for the safeguarding of the public school premises, as well as for the protection of the people therein; and
  - (b) direct that the school may only be entered in accordance with the provisions of subregulation (2).
- (2) No person shall without the permission of the principal or HOD enter into any public school premises in respect of which a direction has been issued under

subregulation (1)(a), and for the purpose of the granting of that permission the principal or HOD may require of the person concerned to-

- (a) furnish his or her name, address and any other relevant information required by the principal or HOD;
  - (b) produce proof of his or her identity to the satisfaction of the principal or HOD if necessary;
  - (c) declare whether he or she has any dangerous object or illegal drugs in his or her possession or custody or under his or her control;
  - (d) declare what the contents are of any vehicle, suitcase, attaché case, bag, handbag, folder, envelope, parcel or container of any nature which he or she has in his or her possession or custody or under his or her control, and show those contents to him or her;
  - (e) subject himself or herself and anything which he or she has in his or her possession or custody or under his or her control to a search by a person of the same gender, an examination by an electronic device, sniffer dogs or other apparatus in order to determine the presence of any dangerous object or illegal drug; and
  - (f) hand to the principal or HOD anything which he or she has in his or her possession or custody or under his or her control for examination or custody until he or she leaves the premises.
- (3) Without derogation of the provisions of the Trespass Act, 1959 (Act No. 6 of 1959), the principal or HOD may at any time remove any person from any public school premises if-
- (i) that person enters the public school premises concerned without the permission contemplated in subregulation (2);
  - (ii) that person refuses or fails to observe any steps contemplated in subregulation (1)(a); and

- (iii) the principal or HOD considers it necessary for the safeguarding of the public school premises concerned or for the protection of the people thereon.
- (4) If it is not practicable to examine or keep in custody, on or in the public school premises concerned, anything which may be examined, or kept in custody under subregulation (2), it may be removed to a suitable place for that purpose.

### Exemption of certain persons

- 6. The provisions of regulation 5 do not apply in respect of any member of a police service established by or under any law, a member of the South African Defence Force, the Minister of Education, the Member of the Executive Council responsible for education in a province or an official of the Department or provincial departments of Education who is required in the performance of his or her functions to enter or enters upon any public school premises and who produces proof of his or her identity to the satisfaction of the principal or HOD concerned.

### Visits to public schools by public and political office bearers

- 7.
  - (1) Members of the public and political office bearers, public representatives and the media have a right to visit public schools in the interests of public accountability, but this right must be regulated to ensure that schools are not disrupted by such visits, and to avoid the politicisation of such visits. This right is subjected to reasonable controls to ensure the proper functioning of education.
  - (2) If such visits are desired, the person intending to visit must request and obtain written permission from the principal or HOD prior to the visit. The request must be made at least thirty days before the intended visit, unless there are sound reasons for a shorter notification period. This request must clearly indicate the date, time and purpose of the visit, the names of all participants, and the aspects



which are intended to be looked at. The principal of the public school shall not refuse reasonable access to a person who has such written permission.

- (3) In cases where the written permission is granted by the HOD, the HOD, before granting such permission must consult the principal of the public school to be visited, to determine whether it is feasible for them to receive such a visit, and whether or not the school programme is likely to be seriously affected thereby.
- (4) Wherever possible a Departmental office-based representative should accompany such visitors.

#### Visits to public schools by parents

8. (1) Parents have the right to visit the public school where their children have been admitted but such visits may not disrupt any of the school activities.
- (2) Parents are required to make an appointment with the principal of the school for a personal appointment with him or her prior to the visit and must state the reason for the visit and the persons who may be involved during the visit.

#### General

9. (1) All public schools must display clear signs at the entrance that any person who enters the school may be subjected to a search.
- (2) Any person who contravenes these regulations may be removed from the public school premises.
- (3) Public schools must cooperate with police stations to ensure that visible policing is present during all sporting and cultural events at the school.

- (4) Public schools must encourage governing body members and parents to participate in community policing forums.
- (5) Public schools must develop action plans to counter threats of violence which have the potential to have a negative impact on school activities and to implement regulation 4(1).
- (6) The plans in subregulation (5) must ensure the safety of all learners, staff members and parents during school activities.
- (7) Public schools must engage in advocacy campaigns to communicate to the public the status of the schools concerning the regulations and the right to protection against violence.
- (8) The HOD must provide guidelines to assist the public schools in developing the action plans contemplated in subregulations (5) to (7).
- (9) The HOD must be provided with action plans contemplated in subregulations (5) to (7) within 6 months after the commencement of the Regulations.

#### **Delegation of powers**

10. The HOD may, on such conditions as he or she may determine, delegate the exercise of any of his or her powers under this regulations and the performance of any of his or her duties in terms of these regulations to any employee in the Provincial Department of Education.

#### **Short title and commencement**

11. These regulations may be cited as the *Regulations for Safety Measures at Public Schools* and come into operation on the date of publication thereof.

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DIRECTORATE:IMGP  
DIVISION:  
SAFE SCHOOLS

467 2597 / 8  
467 2573  
13/15/1  
20020423 0019



Wes-Kaap Onderwysdepartement

Western Cape Education Department

ISEBE leMfundo leNtshona Koloni

OMSENBRIEF: 0053/2002

VERVALDATUM: GEEN

AAN: HOOFDE VAN OPVOEDKUNDIGE INRIGTINGS, HOOFDIREKTEURE EN  
DIREKTEURE (HOOFKANTOOR EN OBOS'e)

KORT OPSOMMING: Verandering van voorleggingsdatum vir veiligheidsplanne

ONDERWERP: VEILIGHEIDSPLANNE AAN OPENBARE SKOLE

1. U word verwys na die inhoud van Omsendbrief 0004/2002.
2. Die proses om 'n doeltreffende veiligheidsplan vir 'n skool daargestel te kry – wat die aanvaarding daarvan deur alle lede van die gemeenskap insluit – is ingewikkeld en tydrowend. Die Nasionale Departement van Onderwys het daarom aan skole van die Wes-Kaap Onderwysdepartement toestemming verleen om hul veiligheidsplanne teen **11 Oktober 2002** aan die Departementshoof voor te lê. Skole moet daarom hul veiligheidsplanne nie later nie as die genoemde datum aan die betrokke Veilige Skole ko-ordineerders aan OBOS'e voorlê.
3. 'n Kopie van Regeringskennisgewing no 1040, Suid-Afrikaanse Skolewet (84/1996): Regulasies: Veiligheidsmaatreëls aan Openbare Skole, is hierby aangeheg

WND. HOOF: ONDERWYS  
DATUM: 2002-05-10

MEI.D ASSEBLIEF VERWYSINGSNOMMERS IN ALLE KORRESPONDENSIE / PLEASE QUOTE REFERENCE NUMBERS IN ALL CORRESPONDENCE /  
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## GOVERNMENT NOTICE

## DEPARTMENT OF EDUCATION

No. 1040

12 October 2001

SOUTH AFRICAN SCHOOLS ACT, 1996 (ACT NO. 84 OF 1996)  
REGULATIONS FOR SAFETY MEASURES AT PUBLIC SCHOOLS

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## Definitions

1. In these Regulations any word or expression to which a meaning has been assigned in the Act, shall have that meaning and, unless the context indicates otherwise-

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  - (b) any firearm or gas weapon;
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  - (d) any object which the Minister may by notice in the Gazette declare to be a dangerous object for the purposes of these regulations;
- unless such objects are used for education purposes;

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“public school premises” includes a building, structure, hall, room, office, convenience, land, enclosure, which is under the control of a public school, to which a member of the public has a right of access, or is usually admitted, or to which he or she may be admitted;

### Scope of applicability

2. These regulations apply to all public schools.

### Application of other laws

3. Notwithstanding the provisions of these Regulations, a public school is not exempted from complying with the provisions of any other applicable law and these Regulations are intended to support such applicable laws.

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  - (e) enter public school premises while under the influence of an illegal drug or alcohol;

- (f) cause any form of violence or disturbances which can negatively impact on any public school activities;
  - (g) wittingly condone, connive, hide, abet, encourage possession of dangerous objects or refuse, fail, neglect to report the sighting or presence of any dangerous objects to the departmental authorities or the police as soon as possible;
  - (h) directly or indirectly cause harm to anyone, who exposes another person who makes an attempt to frustrate the prevention of the dangerous objects and activities.
- (3) A police official or in his absence, the principal or delegate may, without warrant-
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  - (b) produce proof of his or her identity to the satisfaction of the principal or HOD if necessary;
  - (c) declare whether he or she has any dangerous object or illegal drugs in his or her possession or custody or under his or her control;
  - (d) declare what the contents are of any vehicle, suitcase, attaché case, bag, handbag, folder, envelope, parcel or container of any nature which he or she has in his or her possession or custody or under his or her control, and show those contents to him or her;
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  - (f) hand to the principal or HOD anything which he or she has in his or her possession or custody or under his or her control for examination or custody until he or she leaves the premises.
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- 6. The provisions of regulation 5 do not apply in respect of any member of a police service established by or under any law, a member of the South African Defence Force, the Minister of Education, the Member of the Executive Council responsible for education in a province or an official of the Department or provincial departments of Education who is required in the performance of his or her functions to enter or enters upon any public school premises and who produces proof of his or her identity to the satisfaction of the principal or HOD concerned.

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  - (1) Members of the public and political office bearers, public representatives and the media have a right to visit public schools in the interests of public accountability, but this right must be regulated to ensure that schools are not disrupted by such visits, and to avoid the politicisation of such visits. This right is subjected to reasonable controls to ensure the proper functioning of education.
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10. The HOD may, on such conditions as he or she may determine, delegate the exercise of any of his or her powers under this regulations and the performance of any of his or her duties in terms of these regulations to any employee in the Provincial Department of Education.

#### **Short title and commencement**

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Wes-Kaap Onderwysdepartement

Western Cape Education Department

ISebe leMfundo leNtshona Koloni

SETYHULA: 0053/2002

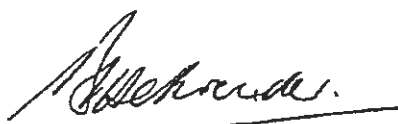
UMHLA WOKUPHELELWA: AWUKHO

IYA: KUBALAWULI ABAZIINTLOKO, ABALAWULI (ABAKWANDLUNKULU NAKWII-  
OFISI ZEE-EMDC) NAKWIINTLOKO ZAMAZIKO EMFUNDO

ISISHWANKATHELO ESIFUTSHANE: Utshintsho lomhla wokungeniswa kwezicwangciso  
zokhuseleko

INTLOKO: AMANYATHELO OKHUSELEKO KWIZIKOLO ZIKARHULUMENTE

1. Sicelela nikhangele okubhalwe kwiSetyhula 0004/2002.
2. Inkqubo yokufikelela kwesona sicwangciso sokhuseleko sisiso sesikolo – nesibandakanya ukuvunywa kwaso ngabo bonke abahlali – asinto ilula kwaye kuthatha ixesha elide. Ngako oko ke iSebe leMfundo likaZwelonke linike imvume yokuba izikolo zeSebe leMfundo leNtshona Koloni zingenise izicwangciso zokhuseleko zazo kwiNtloko yeSebe leMfundo malunga nowe-11 Oktobha 2002. Ngako oko ke izikolo mazingenise izicwangciso zazo zokhuseleko kubaququzeleli beZikolo eziKhuselekileyo (Safe Schools co-ordinators) abachaphazelekayo abakwii-ofisi zee-EMDC ungadlulanga lo mhla.
3. Iqhotyoshelwe ikopi yeSaziso sikaRhulumente No. 1040, uMthetho weZikolo waseMzantsi Afrika (84/1996): ImiMiselo: AmaNyathelo oKhuseleko kwiZikolo zikaRhulumente.

  
M. INTLOKO EBAMBELEYO: YESEBE LEMFUNDO  
UMHLA: 2002-05-10

WELD ANSIFELIEF VERWYSINGSNOMMERS IN ALLE KORRESPONDENSIE / PLEASE QUOTE REFERENCE NUMBERS IN ALL CORRESPONDENCE /  
N'CEDA U'BHALE INOMBOLO ZESALATHISO KU'YO YONKE IMBALELWANO

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  - (e) enter public school premises while under the influence of an illegal drug or alcohol;

- (f) cause any form of violence or disturbances which can negatively impact on any public school activities;
  - (g) wittingly condone, connive, hide, abet, encourage possession of dangerous objects or refuse, fail, neglect to report the sighting or presence of any dangerous objects to the departmental authorities or the police as soon as possible;
  - (h) directly or indirectly cause harm to anyone, who exposes another person who makes an attempt to frustrate the prevention of the dangerous objects and activities.
- (3) A police official or in his absence, the principal or delegate may, without warrant-
- (a) search any public school premises if he or she has a reasonable suspicion that a dangerous object or illegal drugs may be present in the public school premises in contravention of the regulations;
  - (b) search any person present on the public school premises; and
  - (c) seize any dangerous object or illegal drugs present on public school premises or on the person in contravention of these regulations.

#### Access to public schools premises

5. (1) Subject to the Constitution, laws and national and provincial policies, the HOD or principal of any public school may and for such timeframes as may be necessary-
- (a) take such steps as he or she may consider necessary for the safeguarding of the public school premises, as well as for the protection of the people therein; and
  - (b) direct that the school may only be entered in accordance with the provisions of subregulation (2).
- (2) No person shall without the permission of the principal or HOD enter into any public school premises in respect of which a direction has been issued under

subregulation (1)(a), and for the purpose of the granting of that permission the principal or HOD may require of the person concerned to-

- (a) furnish his or her name, address and any other relevant information required by the principal or HOD;
  - (b) produce proof of his or her identity to the satisfaction of the principal or HOD if necessary;
  - (c) declare whether he or she has any dangerous object or illegal drugs in his or her possession or custody or under his or her control;
  - (d) declare what the contents are of any vehicle, suitcase, attaché case, bag, handbag, folder, envelope, parcel or container of any nature which he or she has in his or her possession or custody or under his or her control, and show those contents to him or her;
  - (e) subject himself or herself and anything which he or she has in his or her possession or custody or under his or her control to a search by a person of the same gender, an examination by an electronic device, sniffer dogs or other apparatus in order to determine the presence of any dangerous object or illegal drug; and
  - (f) hand to the principal or HOD anything which he or she has in his or her possession or custody or under his or her control for examination or custody until he or she leaves the premises.
- (3) Without derogation of the provisions of the Trespass Act, 1959 (Act No. 6 of 1959), the principal or HOD may at any time remove any person from any public school premises if-
- (i) that person enters the public school premises concerned without the permission contemplated in subregulation (2);
  - (ii) that person refuses or fails to observe any steps contemplated in subregulation (1)(a); and

- (iii) the principal or HOD considers it necessary for the safeguarding of the public school premises concerned or for the protection of the people thereon.
- (4) If it is not practicable to examine or keep in custody, on or in the public school premises concerned, anything which may be examined, or kept in custody under subregulation (2), it may be removed to a suitable place for that purpose.

### Exemption of certain persons

- 6. The provisions of regulation 5 do not apply in respect of any member of a police service established by or under any law, a member of the South African Defence Force, the Minister of Education, the Member of the Executive Council responsible for education in a province or an official of the Department or provincial departments of Education who is required in the performance of his or her functions to enter or enters upon any public school premises and who produces proof of his or her identity to the satisfaction of the principal or HOD concerned.

### Visits to public schools by public and political office bearers

- 7.
  - (1) Members of the public and political office bearers, public representatives and the media have a right to visit public schools in the interests of public accountability, but this right must be regulated to ensure that schools are not disrupted by such visits, and to avoid the politicisation of such visits. This right is subjected to reasonable controls to ensure the proper functioning of education.
  - (2) If such visits are desired, the person intending to visit must request and obtain written permission from the principal or HOD prior to the visit. The request must be made at least thirty days before the intended visit, unless there are sound reasons for a shorter notification period. This request must clearly indicate the date, time and purpose of the visit, the names of all participants, and the aspects

which are intended to be looked at. The principal of the public school shall not refuse reasonable access to a person who has such written permission.

- (3) In cases where the written permission is granted by the HOD, the HOD, before granting such permission must consult the principal of the public school to be visited, to determine whether it is feasible for them to receive such a visit, and whether or not the school programme is likely to be seriously affected thereby.
- (4) Wherever possible a Departmental office-based representative should accompany such visitors.

#### Visits to public schools by parents

8. (1) Parents have the right to visit the public school where their children have been admitted but such visits may not disrupt any of the school activities.
- (2) Parents are required to make an appointment with the principal of the school for a personal appointment with him or her prior to the visit and must state the reason for the visit and the persons who may be involved during the visit.

#### General

9. (1) All public schools must display clear signs at the entrance that any person who enters the school may be subjected to a search.
- (2) Any person who contravenes these regulations may be removed from the public school premises.
- (3) Public schools must cooperate with police stations to ensure that visible policing is present during all sporting and cultural events at the school.

- (4) Public schools must encourage governing body members and parents to participate in community policing forums.
- (5) Public schools must develop action plans to counter threats of violence which have the potential to have a negative impact on school activities and to implement regulation 4(1).
- (6) The plans in subregulation (5) must ensure the safety of all learners, staff members and parents during school activities.
- (7) Public schools must engage in advocacy campaigns to communicate to the public the status of the schools concerning the regulations and the right to protection against violence.
- (8) The HOD must provide guidelines to assist the public schools in developing the action plans contemplated in subregulations (5) to (7).
- (9) The HOD must be provided with action plans contemplated in subregulations (5) to (7) within 6 months after the commencement of the Regulations.

#### **Delegation of powers**

10. The HOD may, on such conditions as he or she may determine, delegate the exercise of any of his or her powers under this regulations and the performance of any of his or her duties in terms of these regulations to any employee in the Provincial Department of Education.

#### **Short title and commencement**

11. These regulations may be cited as the *Regulations for Safety Measures at Public Schools* and come into operation on the date of publication thereof.