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Cape Teaching and Leadership Institute Minute: 0002/2026

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Heads of subdirectorates and sections at Head Office, Heads: Curriculum Support, Heads: Management and Governance, Heads: ISLES Coordination and Advice, Circuit Managers, Subject Advisers, Principals of public schools, Heads of registered Grade R sites, and Chairpersons of governing bodies at public schools

Subject: 2026 National Teaching Awards

1. The National Teaching Awards (NTAs) recognise excellence and a high degree of professionalism, and provide the education fraternity with the opportunity to celebrate the achievements of outstanding educators by highlighting their exceptional work.
2. The Western Cape Education Department (WCED) is proud to present and host the 26th edition of the annual provincial awards. The provincial awards ceremony will take place on **28 August 2026**, with the national awards ceremony scheduled for 01 October 2026.
3. An electronic version of the NTAs *Nomination Guide*, containing the nomination forms and eligibility criteria, is attached and also available at: <https://wcedonline.westerncape.gov.za/national-teaching-awards> Please note that no printed copies will be supplied to schools; schools are to download the applicable documents.
4. All educators, governing bodies and district officials are invited to submit nominations, based on the criteria in the *Nomination Guide*, to their principals or centre managers.
5. Qualifying educators may be nominated in the following 15 categories:
 - Excellence in Grade R Teaching
 - Excellence in Primary School Teaching (Grades 1–7)
 - Excellence in Primary School Leadership
 - Excellence in Secondary School Teaching (Grades 8–12)
 - Excellence in Secondary School Leadership

- Excellence in Inclusive Education Teaching
- Excellence in Inclusive Education Leadership
- Excellence in Teaching Mathematics (GET)
- Excellence in Teaching Mathematics (FET)
- Excellence in Teaching Natural Sciences
- Excellence in Teaching Physical Sciences
- Excellence in Teaching Life Skills (Grades 1–6)
- Excellence in Technology – Enhanced Teaching and Learning
- National Best Teacher Award
- Kader Asmal Lifetime Achievement Award

6. Eligibility criteria

6.1 The WCED wishes to draw the attention of all nominees to the eligibility criteria as per paragraph 7(a–k) on pages 25–26 of the NTAs *Nomination Guide*.

6.2 Nominees for the NTAs must meet the following minimum experience requirements:

- at least two years in the teaching profession and/or at least two years working at an ordinary public school or Early Childhood Development centre in South Africa; or
- at least two years in a leadership role as part of a School Management Team.

6.3 Inclusive education category conditions

- “Excellence in Inclusive Education Teaching” category:** Only educators at **public schools for learners with special education needs may enter.**
- “Excellence in Inclusive Education Leadership” category:** Only principals and deputy principals at **public schools for learners with special education needs may enter.**
- Please refer to paragraph 7(l–m) on page 26 of the NTAs *Nomination Guide* for further clarification.

6.4 Nominees are requested to familiarise themselves with the criteria and the process for adjudication.

7. Teams, with a maximum of five educators per team per category, may also be entered.

8. Motivation guidelines for nominators (new requirements)

8.1 Written motivation

- The motivation, to be typed and supplied as a separate document, must be uploaded as part of the nomination submission.
- The motivation may not exceed 200 words.

- 8.2 The motivation must address the following three criteria clearly and concisely:
- 8.2.1 Exceptional teaching practice and learner impact
- (a) Describe what the nominee has done that clearly demonstrates exceptional teaching practice and a demonstrable, evidence-based improvement in learner performance.
 - (b) Highlight the following: Curriculum delivery, subject mastery, innovation, learner achievement or assessment practices.
- 8.2.2 Contribution beyond the classroom and leadership
- (a) Explain how the nominee has contributed within the classroom and beyond, including any leadership roles, initiatives or responsibilities that demonstrate a commitment to school improvement.
 - (b) Highlight the following: Committee involvement, leadership positions, mentoring, extra-curricular or institutional responsibilities.
- 8.2.3 Values, professionalism and community impact
- (a) Indicate how the nominee demonstrates professionalism, dedication and values that inspire colleagues, learners and the wider community.
 - (b) Highlight the following: Role-modelling, work ethic, collaboration, partnerships or community involvement.

9. Submission of nominations

- 9.1 The closing date for the submission of all nomination forms to the Directorate: Cape Teaching and Leadership Institute (CTLI) is **15 May 2026**.
- 9.2 Principals and school nomination teams are requested to upload completed nomination forms and supporting documents via: [nomination link](#)
- 9.3 The nomination forms have been streamlined and considerably reduced to provide more educators the opportunity to be nominated for these coveted awards.
- 9.4 Nominees are required to obtain parental consent for the use of learner photos and/or videos in their presentations. Please confirm consent on the Google form when uploading the nomination forms.
- 9.5 Please refer to **Annexure A** and the **checklist on page 2** for details of the submission of nomination forms and the subsequent adjudication process.

10. Adjudication and interview process

- 10.1 For the selection of winners at district, provincial and national levels, nominees will be required to submit a PowerPoint presentation on both the general and specific criteria, highlighting their work to be considered for these coveted awards. This presentation will be used to determine district, provincial and national winners.

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Western Cape Education Department

- 10.2 At district level, shortlisted candidates will conduct their interviews in the form of an in-person presentation at the district office or as determined by the district coordinator.
- 10.3 For the provincial round of adjudication, district winners will conduct their interviews in the form of an in-person presentation at the CTLI, Kuils River.
11. District winners and runners-up as well as provincial winners and runners-up will receive prizes as determined by the WCED.
12. The following dates serve as important milestones for the 2026 process:

Activity	Applicable date(s)
Closing date for nominations	15 May 2026
District adjudication process	26 May – 05 June 2026
Announcement of district winners and runners-up (District awards ceremony dates will be determined by district coordinators)	12 June – 10 July 2026
Provincial adjudication process: Teaching categories; and Leadership and special categories	28 – 30 July 2026 04 – 06 August 2026
Provincial awards ceremony	28 August 2026
National adjudication process	14 – 18 September 2026
National awards ceremony	01 October 2026

13. Should additional information be required, please contact the relevant district coordinator listed below:

District	District coordinator	Tel. no.	Email address
Metro North	Ms Kaydy Cheng	021 938 3174	kaydy.cheng@westerncape.gov.za
Metro Central	Mr Tristan Brikkels	021 514 6906	tristan.brikkels@westerncape.gov.za
Metro South	Ms Genine Erfort	021 374 4107	genine.erfort@westerncape.gov.za
Metro East	Mr Craig Paulsen	021 900 7035	craig.paulsen@westerncape.gov.za

West Coast	Ms Janine Adonis	021 860 1208	janine.adonis@westerncape.gov.za
Cape Winelands	Mr Elton-John du Plessis	023 348 4682	elton-john.duplessis@westerncape.gov.za
Overberg	Mr Deon Achilles	028 214 7300	deon.achilles@westerncape.gov.za
Eden and Central Karoo	Mr Errol Meiring	044 803 8344	errol.meiring@westerncape.gov.za
Provincial office (CTLI)	Ms Tamaryn Petersen	021 900 5039/ 40	provincialnta@wced.info

14. The NTAs are supported by the Provincial Minister of Education, Head of Education, unions and governing body associations.
15. All members of the school community are encouraged to participate in nominating qualifying educators for the NTAs.
16. Kindly bring the contents of this minute to the attention of all teaching staff.

SIGNED: BJ LORISTON

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2026-04-17