



education

Department:
Education
REPUBLIC OF SOUTH AFRICA



LITERACY CAMPAIGN
SOUTH AFRICA

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Dear Coordinators

It gives us great pleasure to resume contact with you in 2012, the fifth year of the Kha Ri Gude Mass Literacy Campaign. It is really a great achievement on the part of the Campaign that it has had this long relationship with you and can still count on you for your dedicated service and commitment.

The first five months of the year i.e. January – May comprise the first phase of the Campaigns' activities viz. the setting-up phase and this phase entails the following activities that concern you:

- Advocacy i.e. spreading word about the literacy programme
- Recruitment of both volunteers and learners
- Ordering the LTSM in the languages of the learners and volunteer educators
- Attending the Coordinators' workshop
- Training Supervisors and educators
- Identifying learning sites.

Also your stipend payments are tied to these activities. Some of the above activities need to be flagged as they are important to the Campaign achieving its targets and improving the quality of its work. These will be discussed hereunder.

Learner recruitment

In so far as learner recruitment is concerned the biggest challenge faced by the Campaign is the **recycling of learners or repeat learners**. This problem impacts negatively on the learner targets that the Campaign is striving to achieve each year. This is a serious matter as it results in a waste of resources and also denies other deserving illiterate adults the opportunity to benefit from the literacy programme.

Coordinators, please be warned that if a significant number of repeat learners are found in your structure, you are likely to be replaced with another Coordinator in a new area where there is a need for the programme. Repeating learners is also an indication that the area that you have been serving has been covered adequately and you have therefore become redundant.

To ensure expansion of the programme and also to minimize territorial conflicts amongst Coordinators, the Monitors' meeting held in February 2012 resolved as follows:

Monitors hold meetings with the coordinators allocated to them to discuss the following:

- Recruitment focusing specifically on areas covered and new ones to be exploited.
- If you have to move to a new area, please use locals who reside in the new area as Volunteer Educators. You may use your old Supervisors if travel is not going to affect them adversely. Otherwise you will have to recruit new Supervisors as well.

Coordinators' Workshop

The Coordinators' workshop will be held on 30 March – 3 April. You will be expected to arrive on the evening of Thursday 29 March. As usual the first three days of the workshop will be devoted to SAQA and the last two days to the Kha Ri Gude unit.

You are reminded that the Coordinators' workshop is an important event in the Kha Ri Gude Calendar as it affords the unit the opportunity to meet with Coordinators simultaneously face to face to chart the way forward for the programme. None attendance is viewed in a dim light and could result in the following consequences:

- None attendance will result in the non-payment of your March stipend and
- if you miss two consecutive workshops this will result in you being terminated from the programme.

Reporting

To ensure that Kha Ri Gude's reports to the Minister reflect programme activities on a monthly basis a new method of reporting is going to be introduced from 2012. This new method is going to entail the following:

1. Reporting learner numbers on the last day of the last lesson in any particular month.

The process is going to work as follows:

- 1.1 After holding the last lesson for the month the Volunteer Educator will inform the Supervisor of the number of learners that she / he had in class on that day.
- 1.2 The Supervisor will record the number of learners for that month on a template called Learner Number Register (It will be provided to you at the Coordinator workshop) for each VE. Since a Supervisor is in charge of ten VEs, he/she has to add all the numbers into a single total which should be forwarded to the Coordinator.
- 1.3 The Coordinator will in turn add the 20 totals received from the 20 Supervisors into a single figure which will be relayed to the Coordinator
- 1.4 The total from the Coordinator will be send to the Monitor who will also round up the figures from all his / her Coordinators.
- 1.6 Monitors will put their final figures in their monthly reports.

Coordinators should provide Monitors with this information on the last day of the month or the first day of the month. Monitors reports should be with the Kha Ri Gude unit by the 2nd of every month. Supervisors, Coordinators and Monitors should keep their records with them until the last month of classes when these reports will be dispatched to the Kha Ri Gude unit for use for research.

2. Learner numbers on the day that the Supervisor visited a learning site

These learner numbers will also be recorded in the Learner Number Register. Figures from the Supervisors' visits and those from the last lesson of the month appearing on the Learner Number Register will be used to verify learner numbers during learning site visits. Supervisors and Coordinators will be required to give these registers to whoever does site visits to the learning sites.

The purpose for this exercise is to ensure that we have concrete mechanisms through which we can verify learner numbers especially when undertaking site visits.

We trust that we will have everybody's cooperation on this matter. Failure to abide by these measures on the part of any individual will be construed as hiding wrong doing by the person concerned.

We are looking forward with anticipation to seeing all of you at the forthcoming Coordinators' workshop.

Bye for now: Kha Ri Gude Unit.