

WHAT CAN A PRINCIPAL DO TO GIVE RECOGNITION TO SUPPORT STAFF?

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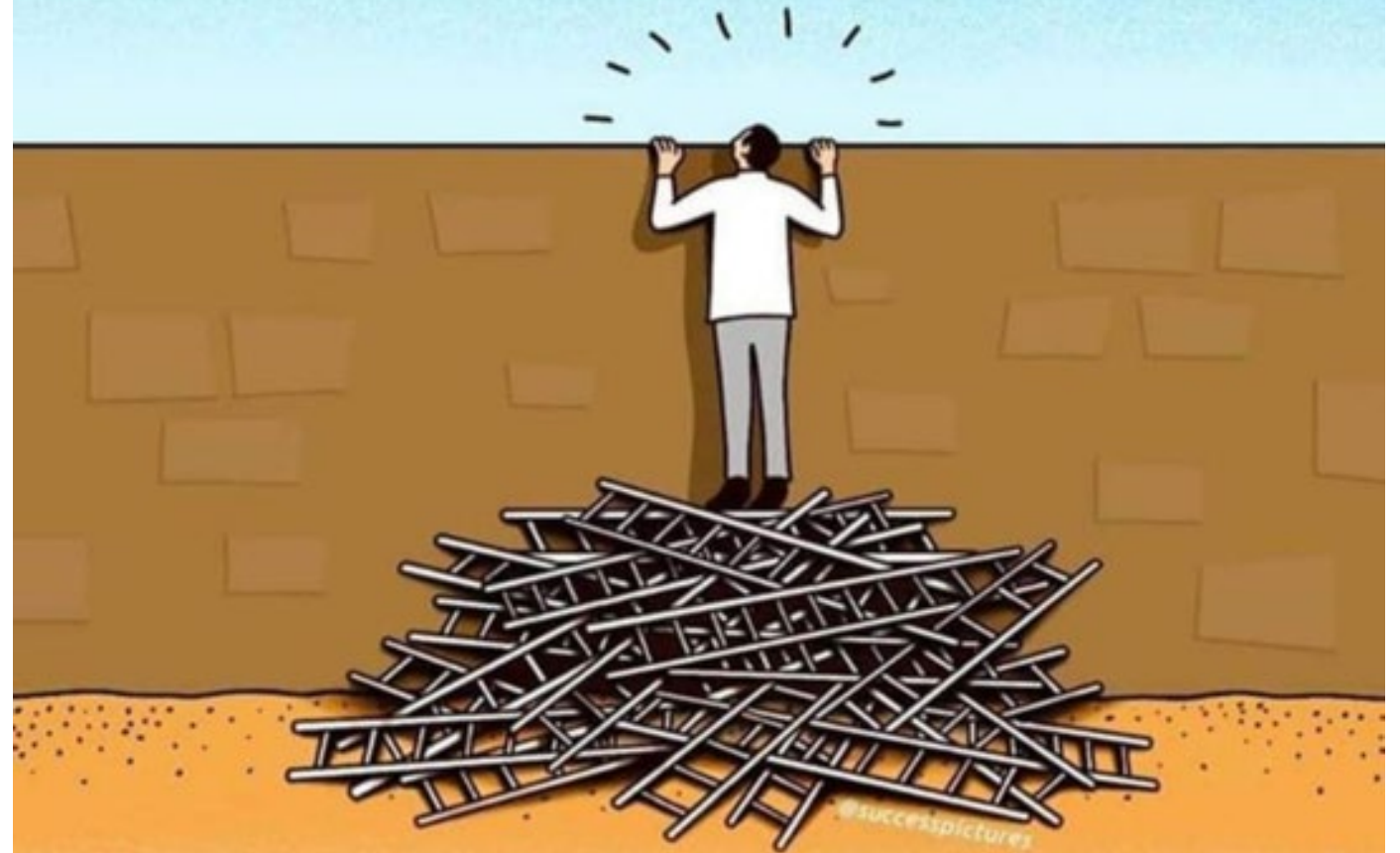


DIE VERANDERING IN ONDERWYS
THE CHANGE IN EDUCATION

Support staff (admin & grounds staff) play such an important role in the functioning of the school. What can a principal do to give recognition to their role?

IT DOESN'T MATTER HOW MANY
RESOURCES YOU HAVE.

@successpictures



IF YOU DON'T KNOW HOW TO USE
THEM, IT WILL NEVER BE ENOUGH.

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INTRODUCTION

- ✓ All the schools rely on support staff to achieve school days that are free-flowing.
- ✓ Support staff work alongside teachers and management to support them, to carry out administrative duties, to do maintenance and/or to work in hostels of schools.
- ✓ Systems, Procedures and Communication.



APPLICABLE LAWS

Hostels:

- ✓ The only provision in SASA that refers to the State and hostels is in Section 12(2):

“The MEC must provide public schools for the education of the province’s learners. The provision of public schools may also include the provision of hostels.”

- ✓ FEDSAS: On account of the principle of legality, the rights and competencies of the State in respect of school hostels are restricted.



✓ The PAM also contains a provision that attempts to get the school principal to shoulder the responsibility for school hostels (Paragraph 4.2 of Chapter A).

✓ Section 20(1) of SASA reads as follows:

*“Subject to this Act, an SGB must –
(g) administer and control the school’s property, and buildings, and grounds occupied by the school, including school hostels, but the exercise of this power must not in any manner interfere with or otherwise hamper the implementation of a decision made by the MEC.”*



- ✓ Staff in hostels:
The State has no statutory obligation to provide hostels with staff.
- ✓ Whether hostel staff is compensated by the State or the SGB, however, makes no difference to their responsibilities and accountability to the SGB.



SUPPORT STAFF

Administrative Staff:

Receptionists, typists, data clerks, financial staff, laboratory assistants etc.

Facilities:

Grounds men, facilities managers, IT assistants and other staff who help to create a safe environment conducive for learning and teaching.

Hostel Staff:

Matrons, cooks, cleaners etc.

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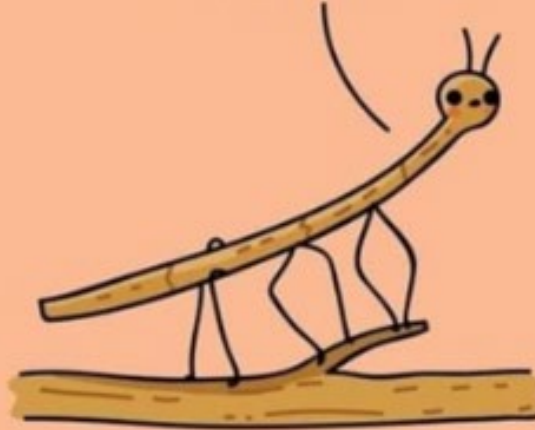
SUPPORT THE SUPPORT STAFF

Contracts:

- ✓ It is of paramount importance that proper contracts are to be entered in with staff in the school's employment.
- ✓ Proper administration as far as payment of wages and salaries are concerned.



SOMETIMES I FEEL LIKE I'M
INVISIBLE.



LOOKS LIKE SOMEONE
NEEDS A HUG.



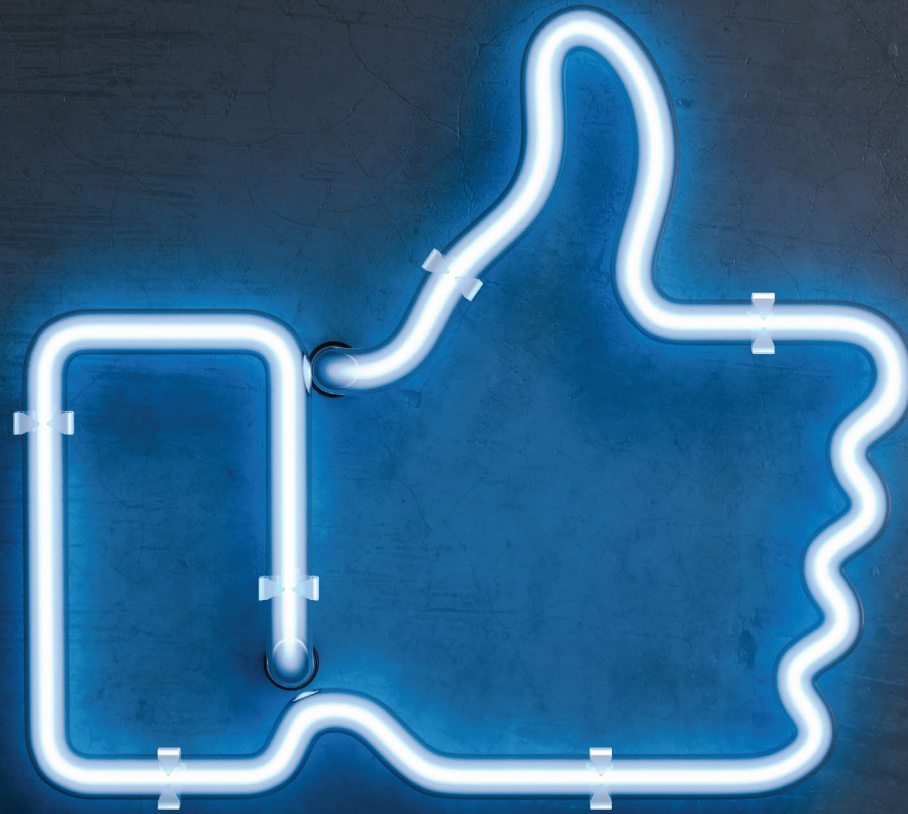
ARE YOU KIDDING ME?



- ✓ Introduce the Support Staff
- ✓ Thank them properly
- ✓ Recognize them in the social media of the school
- ✓ Their appearance and safety
- ✓ Feedback
- ✓ Study opportunities
- ✓ PMDS

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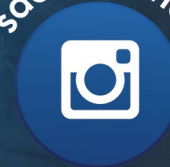
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