



NAPTOSA GAUTENG

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NF 35 / 2017 (24 November 2017)

WITHDRAWAL OF GDE MEMO: TEMPORARY APPOINTMENTS FOR 2018

GDE issued a memorandum on 9 November 2017, **Temporary appointments for 2018**, in which they stated, inter alia, "HRP units in the districts are reminded to ensure that schools observe the GDE guidelines for the appointment of temporary appointments. Schools must submit evidence in the form of recruitment minutes that there was no suitable graduate to appoint in any post level 1 capacity."

Please note that the above memorandum has been withdrawn. GDE memorandum, **Withdrawal of memo: temporary appointments for 2018**, was issued on 22 November 2017, stating that "the recruitment of temporary or contract educators/PS for 2018 must be in line with the current approved guidelines and GDE Recruitment and Selection Policy, 2015." [Click here](#) for a copy of this memorandum.

NAPTOSA Professional Development Programme

SCHOOL READINESS FOR EDUCATORS – SATURDAY, 20 JANUARY 2018

"School Readiness for Educators" will be offered again in the NAPTOSA Gauteng Professional Development Programme in Term 1 2018. This is a one day seminar developed and presented by Bev Booker for NAPTOSA Gauteng for new teachers but also suited to any teachers looking to reconnect with their purpose and passion for teaching. (15 SACE CPTD points)

The programme includes the following:

- Preparing yourself to be a successful teacher
 - Finding your purpose
 - Building resilience...tools to help you cope with the challenges of teaching.
- Making a great first impression
 - Why is your first meeting with your learners so important?
 - Looking at the physical 'personality' of a teacher
 - Psychological aspects
- Classroom Management and Discipline
 - The basics of discipline
 - The fundamental difference between classroom management and discipline
 - Characteristics of good rules
 - Keeping it simple and positive
 - Implementing the 10-80-10 approach to allow you to do what you are meant to be doing – teach.
- Building good relationships with your learners
 - People Skills
 - Emotional Intelligence in teaching
 - Assertive communication technique to deal with difficult conversations
 - Difficult Relationships and how to deal with them and not ignore them
- Managing your own attitude.
- How to handle criticism – accepting feedback with good grace

DATE: Saturday, 20 January 2018
TIME: 08:00 – 16:00
VENUE: Bryanston High School
ADDRESS: 8 Tramore Road Bryanston
COST: **NAPTOSA members:**
R400-00 per person (includes tea, coffee, lunch and all notes)
Non members:

Let us serve education and each other with dignity

Office bearers

Chairperson: Mr Thabo Manne
Deputy Chairperson: Mr Tinus du Preez
Vice Chairperson: Mrs Victoria Kekana

Contact details: NAPTOSA Gauteng

NAPTOSA Gauteng House, 46 Restanwold Drive, Saxonwold, Johannesburg
PO Box 1309, Houghton, 2041
Tel: 011 486-1256 Fax: 011 486-2899 e-mail: infogauteng@naptosa.org.za

R800.00 per person

1. **Booking is essential. Please fax your booking to Marion Joseph or email to leavr@naptosa.org.za at NAPTOSA Gauteng - FAX 011 486-2899.**
2. Payment must be **made in advance** to the **NAPTOSA Gauteng** current account, **First National Bank, Parktown Branch, Code 250455, account number 62122569463.**
3. **Participation in the course** will only be confirmed **on receipt of payment.** Please fax a copy of the deposit slip to confirm your booking. **Please phone: Lea van Rensburg (011) 486 1256 to confirm that your fax has been received.**

LOUISE SMIT
CHIEF EXECUTIVE OFFICER

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