



**To: Subject Advisors
Teachers
Parents and Caregivers of NS Tech Learners**

Topic: Planning the year 2022

Message Objective(s):

- To level the ground for 2022 work
- Discuss planning stages for 2022

Finally, the 2021 school year has come to an end. What a year it has been! Challenging and unpredictable events have characterised the year.

However, the year has prepared us for uncertainties and eventualities in the coming year 2022. Regardless of the unforeseeable, planning remains an integral part of our work.

This message will discuss some components of planning for consideration between 2021/2022.

1. Identification of gaps/areas of improvement

- The steps discussed in the previous message form the cornerstone of identifying gaps and areas for improvement. Curriculum recovery is an on-going process. All stakeholders should be able to identify which content areas, skills, knowledge, and values have not been adequately covered. This also involves a holistic approach inclusive of psycho social and psycho emotional losses.

2. Calendering

- Involves looking at the year calendar as well as the school calendar to calculate the possible amount of time available for learning and recovery of learning. A personalised calendar could be set considering the school calendar as set by DBE.

3. Target setting

- Learners should be allowed to set their own targets which are reasonable, realistic, time bound and achievable. Parents and teachers should play a pivotal role in moderating the set targets.

4. Indicators of success

- Each target set should be mirrored against an indicator of success. This is a measurable entity which directly relates to the stated target.

5. Review

- Checking on what has been achieved and not achieved. Looking at prohibiting and mitigating factors. Involves re-planning for the work ahead.

6. Commitment

- The last step is to take a commitment to the set plan. A commitment letter is drafted for all the involved parties. It must talk to the set targets and indicators of success.



Failing to plan is planning to fail and this is the time for planning!

Compliments of the season!

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