



DEPARTMENT OF EDUCATION

Enquiries: Mr. B. White
Contact No: 071 422 1810
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DISTRICT DIRECTORS
CES: INSTITUTIONAL DEVELOPMENT AND SUPPORT
CES: CIRCUIT COORDINATION
CES: CURRICULUM
CIRCUIT MANAGERS
DISTRICT OFFICIALS
PRINCIPALS
DEPUTY PRINCIPALS
DEPARTMENTAL HEADS
TEACHERS

SUBJECT: CONTINUING PROFESSIONAL TEACHER DEVELOPMENT (CPTD) SYSTEM

The CPTD system was announced in the *National Policy Framework for Teacher Education and Development* published by the Minister of Education in 2007. Participation in professional development is mandatory for all teachers.

The South African Council for Educators Act 31 of 2002 applies to all educators appointed — :

- in terms of the Employment of Educators Act, 1998 (Act No. 76 of 1998);
- in terms of the South African Schools Act, 1996 (Act No. 84 of 1996);
- at an independent school; or
- at an adult learning centre.

The objective of the SACE Act is, inter alia to promote the professional development of educators.

The SACE Act further states that the SACE Council has the responsibility to advise the Minister on how to “manage a system for the promotion of the continuing professional development of all educators”. This illustrates the legal responsibility on teachers to be compliant and ensure the uploading of CPTD Points are implemented.

Continuous professional teacher education and development forms an integral part of the Education Sector. In terms of the Personnel Administrative Measures (PAM) Section A.4.2.6: *‘All educators may be required by the employer to attend programmes for ongoing professional development, up to a maximum of 80 hours per annum. These programmes must be conducted outside the formal school day or during the vacations’*

My Office would like to acknowledge the good performance of the Frances Baard Teachers in uploading their CPTD Points (Type 1 and 2) and being the best performing District in the country during March 2023. A total of 295 Teachers in the Frances Baard District uploaded their CPTD Points. Laerskool Hartswater was one of the Top 10 Schools nationally, regarding their CPTD reporting and recording. However, in general the uploading of



Points are not being adhered to or is non-existent in some Districts. This communiqué serves to request all teachers to upload their CPTD Points on a regular basis when attending any training intervention or meeting.

Below, note the data on SACE CPTD Points Achievement for the three year cycle ending 2022 per District:

- **Bronze:** 150 professional development (PD) points within the 3 years
- **Silver:** 151 – 300 PD points within the 3 years
- **Gold:** 301+ PD within the 3 years

NB: Points are not carried over to the next three year cycle – reset to zero

District	Bronze	Silver	Gold	Total no of educators
Frances Baard	0	0	18	18
JT Gaetsewe	11	4	1	16
Namakwa	5	2	0	7
Pixley Ka Seme	5	3	6	14
ZF Mgcawu	3	2	0	5
Total	24	11	25	60

Northern Cape CPTD Top 5 Teachers for the cycle ending 2022

Initial Surname	Position	Point Certificate	Min. Cycle Total Points	Min. Profession	Min. School	Min. Teacher	School name
A. Isaks	Deputy Principal	Gold	815	10	275	530	Jannie Brink Special School
M. Kotze	Teacher	Gold	780	105	385	290	Jannie Brink Special School
SM Coetzee	Teacher	Gold	677	15	90	572	Laerskool Kathu
MM Pule	Teacher	Gold	637	0	40	597	Letshego Primary School
C.Terblanche - Botha	Head of Department	Gold	599	0	163	436	Laerskool Andalusia

CPTD Self-Service Portal - Electronic Sign-up

You have a choice of signing-up electronically as follows:

Go to www.sace.org.za

Click on the CPTD Tab on top and choose "CPTD Self-service portal"

It will take you to the Sign-Up Screen, then choose "EDUCATOR SIGN-UP"

Choose South African Educator or Foreign Educator

Enter your details (Name, Surname, SACE Number and ID Number). Remember ID number is a mandatory field.

SAVE

It will take you to a screen with your personal details to complete.

Once you're done with filling in the information on the screen, SAVE

It will take you back to the LOGIN Screen and give you USERNAME and PASSWORD (Please save them somewhere where they will not get lost. You will also get your username and password through sms on your cell phone.

Then choose EDUCATOR LOGIN on the same screen

Enter USERNAME and PASSWORD as they were when you received them

Fill in your qualifications, subjects etc.

You can now navigate through the self-service portal, update information, report a CPTD related problem, etc.

Teachers attending a work session where the training material is not SACE accredited may upload the documents i.e. the training invite, programme and attendance register as part of teacher initiated activities, also called Type 1 activities, in order to gain CPTD Points.

Hereto attached find the Continuing Professional Teacher Development (CPTD) Self-Service portal User Manual.

For any further enquiries on the subject please contact Ms Puleng Motsamai at pumots@gmail.com, Ms Bibi Mahumapelo at mahumapelobibi@gmail.com or the Provincial SACE Coordinator, Ms Gugu Makhoba at gugum@sace.org.za.

Your cooperation in this regard will be highly appreciated.

Kind regards



DR M. ISHMAIL

DDG: CURRICULUM, EXAMINATIONS AND ASSESSMENT

DATE: 28.07.2023.