

SEPTEMBER 2025

eCares TRAINING FOR SILVER/GOLD REGISTRATION PROVINCIAL AND DISTRICT EDUCATION OFFICIALS



INTRODUCTION TO ECARES

The primary goal of the eCares system is to transition the Department of Basic Education's (DBE) administration of Early Childhood Development (ECD) service delivery from paper-based to digital, enhancing the effectiveness and efficiency of business processes. It will provide robust data collection and reporting capabilities, enabling the DBE to monitor programme progress and make informed decisions based on real-time information.

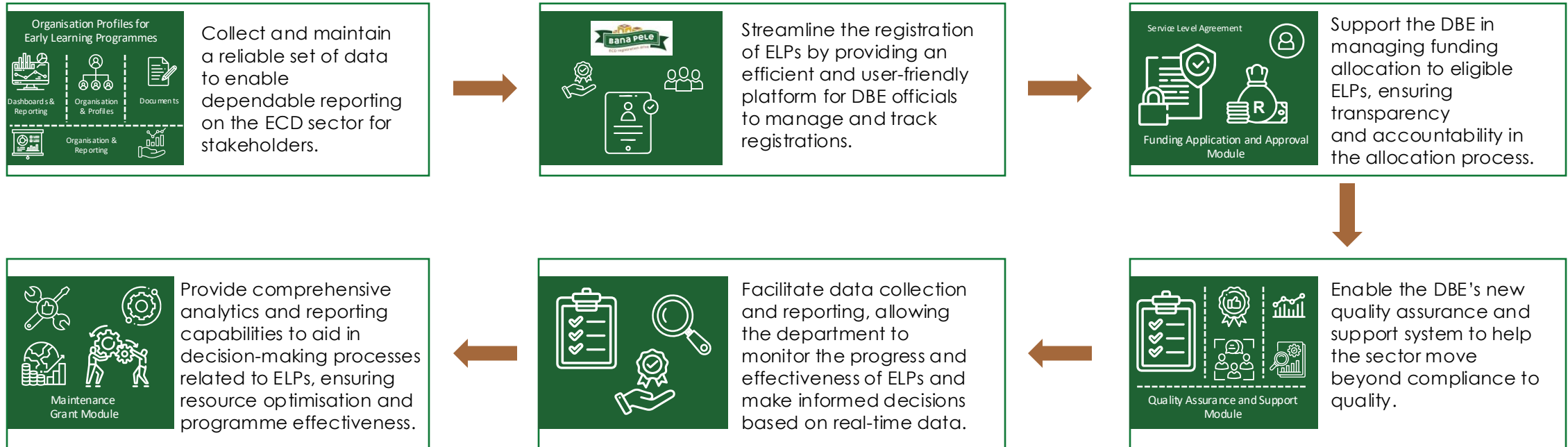
This system will enhance the DBE's ability to deliver high-quality and responsive administrative, regulatory, and funding services to Early Learning Programmes (ELPs) and the children they serve, ultimately contributing to improved effectiveness, transparency, and accountability in the administration of ECD services.



The system is intended to be released in a modular fashion over six releases.

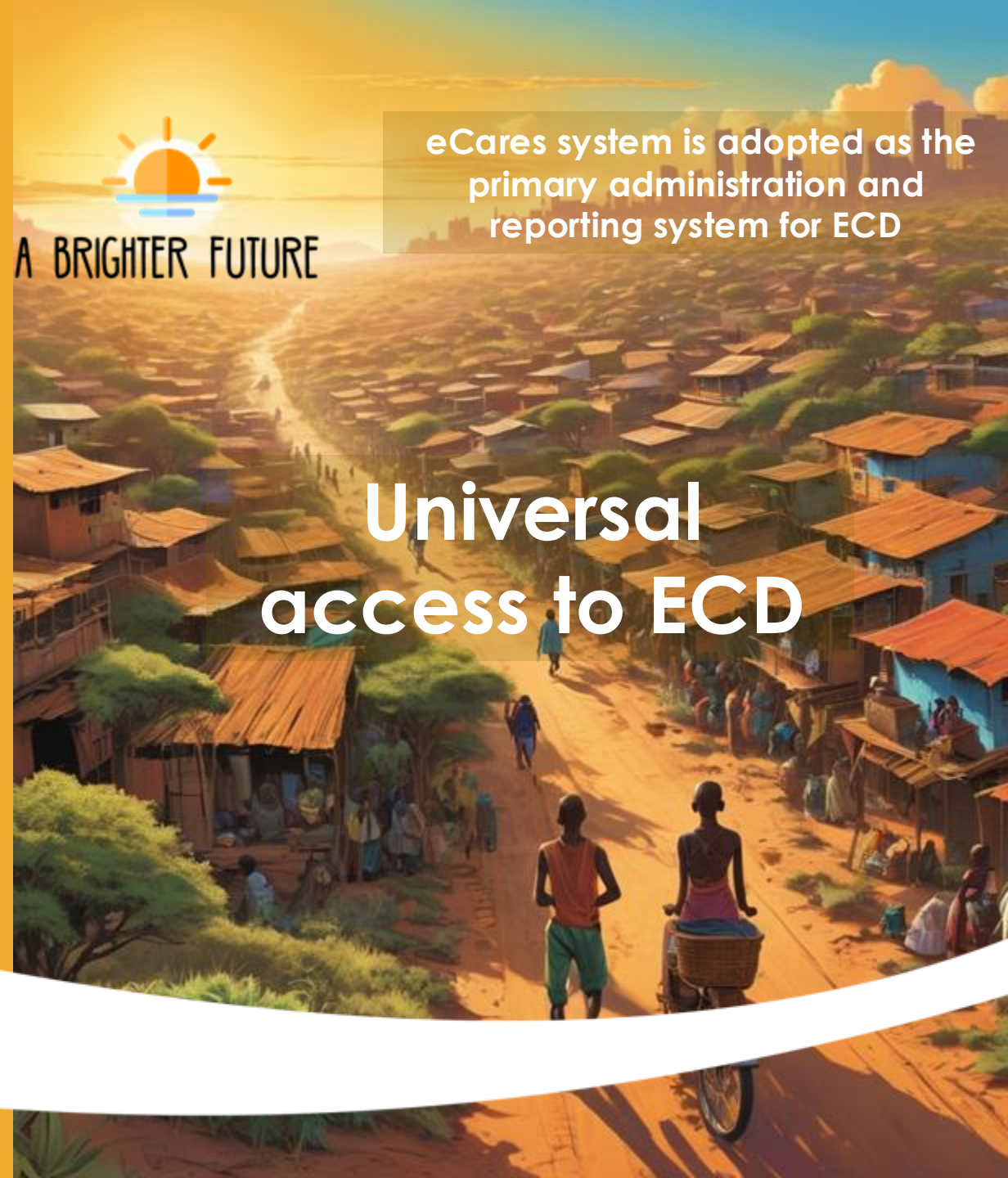
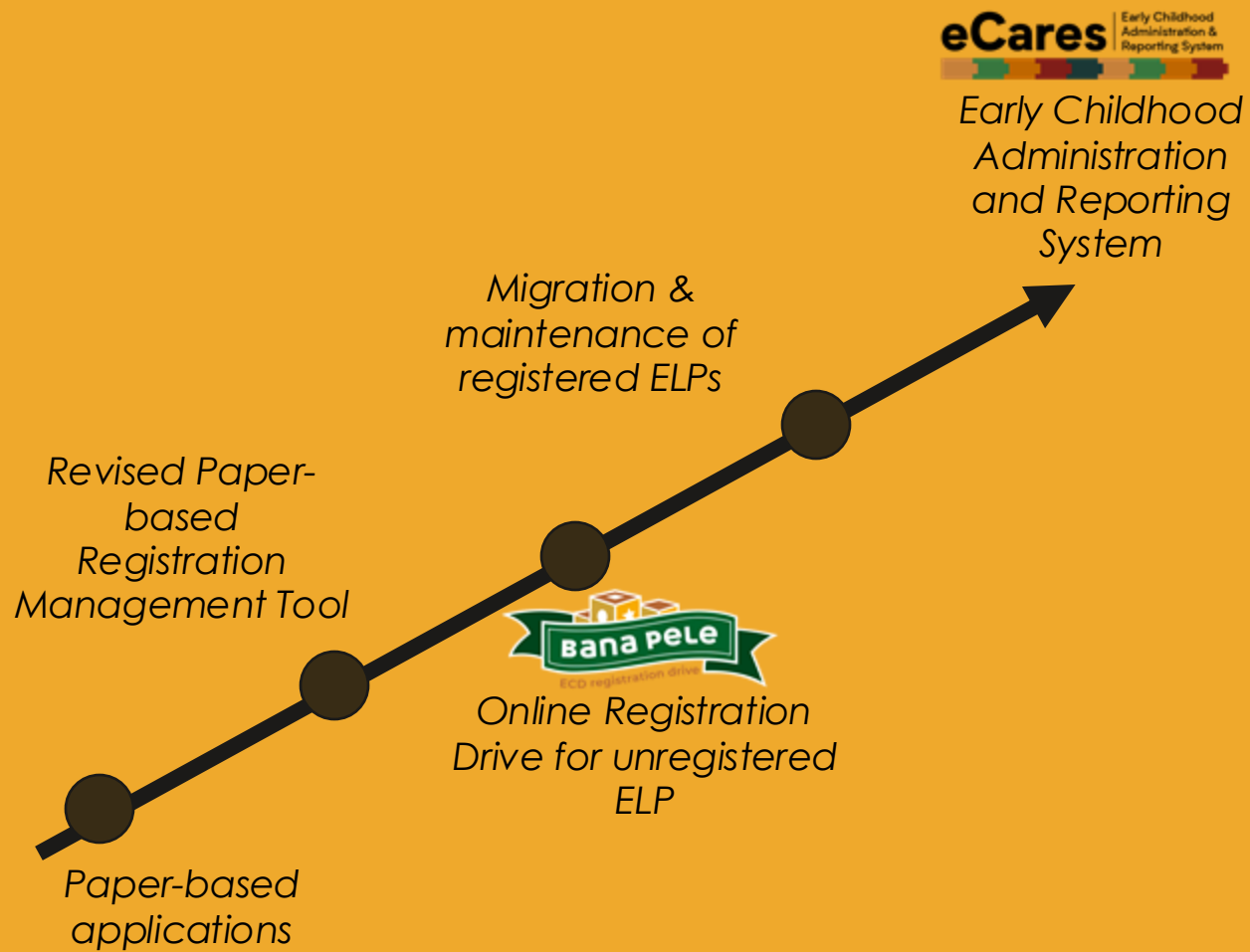
INTRODUCTION TO ECARES

In this section, we remind you of the new streamlined ECD registration process and the long-term vision for eCares.



eCARES DEVELOPMENT JOURNEY





A BRIGHTER FUTURE

eCares system is adopted as the primary administration and reporting system for ECD

Universal
access to ECD

eCares VISION: ENHANCING THE MANAGEMENT OF ELPs

eCares aims to **transition the administration and management** of Early Learning Programmes (ELPs) **from a paper-based to a digital platform**, improving the effectiveness and efficiency of ECD service delivery processes. The **long-term plan** for eCares is to facilitate:



ECD **registration** and quality assessment



Managing **funding** processes, including budget calculations and allocations



Managing **child profiles** to ensure accurate grant distribution to ELPs



Managing **staff profiles** to aid in evaluating staffing needs

eCares provides digital tools for **ELP site visits and assessments** to streamline these processes, significantly reducing the time compared to manual methods. Comprehensive **reporting and dashboards** offer detailed insights into ECD activities across provinces.

eCARES DEVELOPMENT JOURNEY

R0

Release 0: Bronze Registration

launched the Bana Pele registration drive, digitising the first step in the new registration process. The eCares portal streamlines the Bronze application process, allowing online submission, review and approval.

R1

Release 1: Registered ECD Profiles provides ECD programme, staff and child profiles of all registered ECDs, including migrated data from RMT and PEDs.

R2

Release 2: Silver/Gold (S/G) Registration facilitates completing the registration process for Bronze registered ECDs, resulting in Silver or Gold registration levels.



eCARES DEVELOPMENT JOURNEY

RELEASE 0

Key ECD registration features:

- User registration
- Application submission
- Document uploads
- Health and safety self-assessments
- Application reviews and approvals
- Certificate generation
- WhatsApp bot for communication
- Comprehensive reporting
- Compliance features e.g. upload NCPR certificate

RELEASE 1

This phase introduces functionalities for displaying and editing **ECD data profiles** for all registered ECDs in each Province, creating and updating **annual child enrolment registers**, and managing **child and staff profiles**. The module also features reporting, dashboards and duplicate checks.

RELEASE 2

This includes **document submission, site assessments** against the registration framework for silver/gold, **review and approval**. Upon approval of their upgraded status, the database of registered ECDs will be updated to reflect these changes, ensuring that all information in the ECD profile is current and accurate. An offline site inspection tool will also be introduced for use by social workers when they visit ECDs.



RECAP: RELEASE 1 FUNCTIONALITY OVERVIEW

In Release 1, the system expands to include the **management of data profiles for registered ELPs**. This module introduces functionalities for:

- 1 Displaying and editing programme data
- 2 Creating and updating annual enrolment registers
- 3 Managing child and staff profiles

The module also features reporting and dashboards, duplicate checks. Data integrations with DSDs Child Protection Register will facilitate complete NCPR checks (Development pending approvals and agreements with relevant departments.)

RELEASE 1

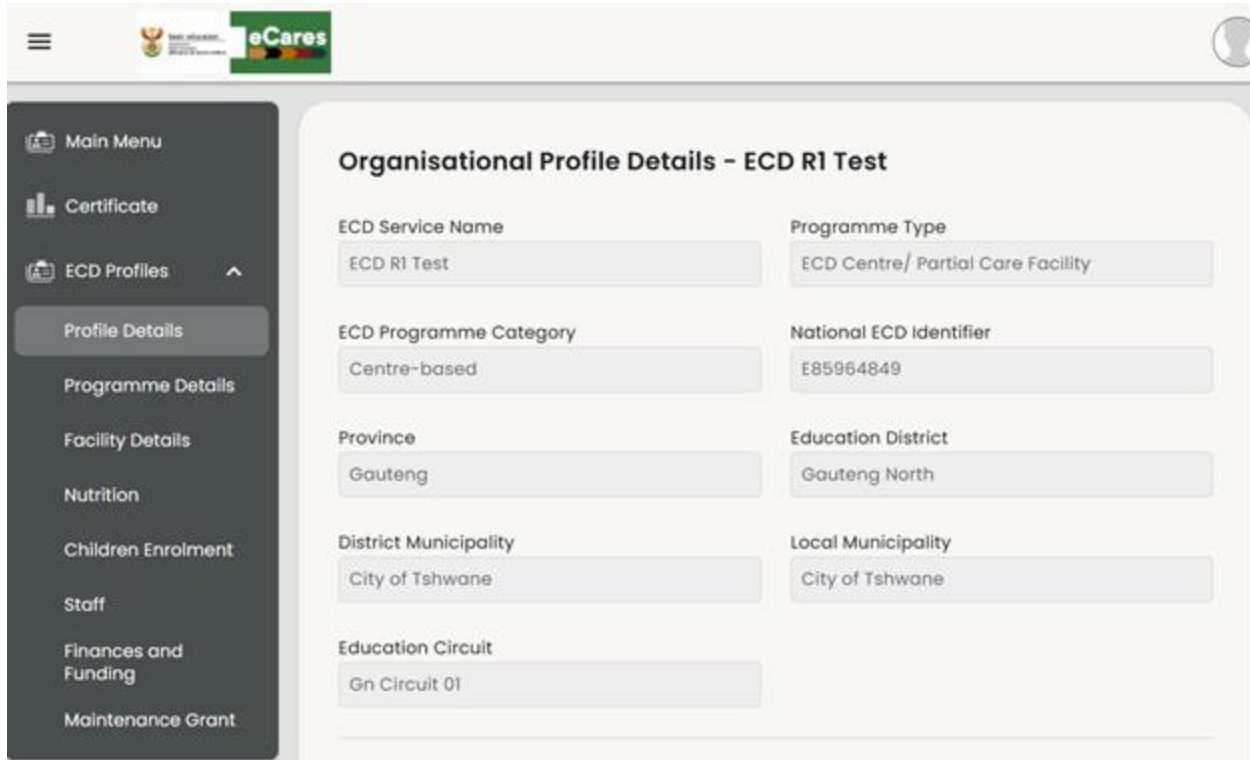
KEY FEATURES

This interface allows users to interact with the **master database of registered ELPs for their region (Province/Education District)**:

- Viewing, searching, filtering, and editing **ECD programme information**
- Adding **children** to ECD programmes and completing **staff profiles**
- **Annual child enrolment updates** by ECD applicants
- **Generation of reports** to support DBE users with planning and reporting

RECAP: RELEASE 1 ECD ELP, STAFF AND CHILD PROFILE DATA

Release 1 functionality allows users to have a comprehensive view of registered ELPs, staff and child profiles.



The screenshot shows the 'Organisational Profile Details - ECD R1 Test' form in the eCares system. The form is divided into two columns and contains the following fields:

Field	Value
ECD Service Name	ECD R1 Test
Programme Type	ECD Centre/ Partial Care Facility
ECD Programme Category	Centre-based
National ECD Identifier	E85964849
Province	Gauteng
Education District	Gauteng North
District Municipality	City of Tshwane
Local Municipality	City of Tshwane
Education Circuit	Gn Circuit 01

The left sidebar shows the navigation menu with options: Main Menu, Certificate, ECD Profiles (expanded), Profile Details (selected), Programme Details, Facility Details, Nutrition, Children Enrolment, Staff, Finances and Funding, and Maintenance Grant.

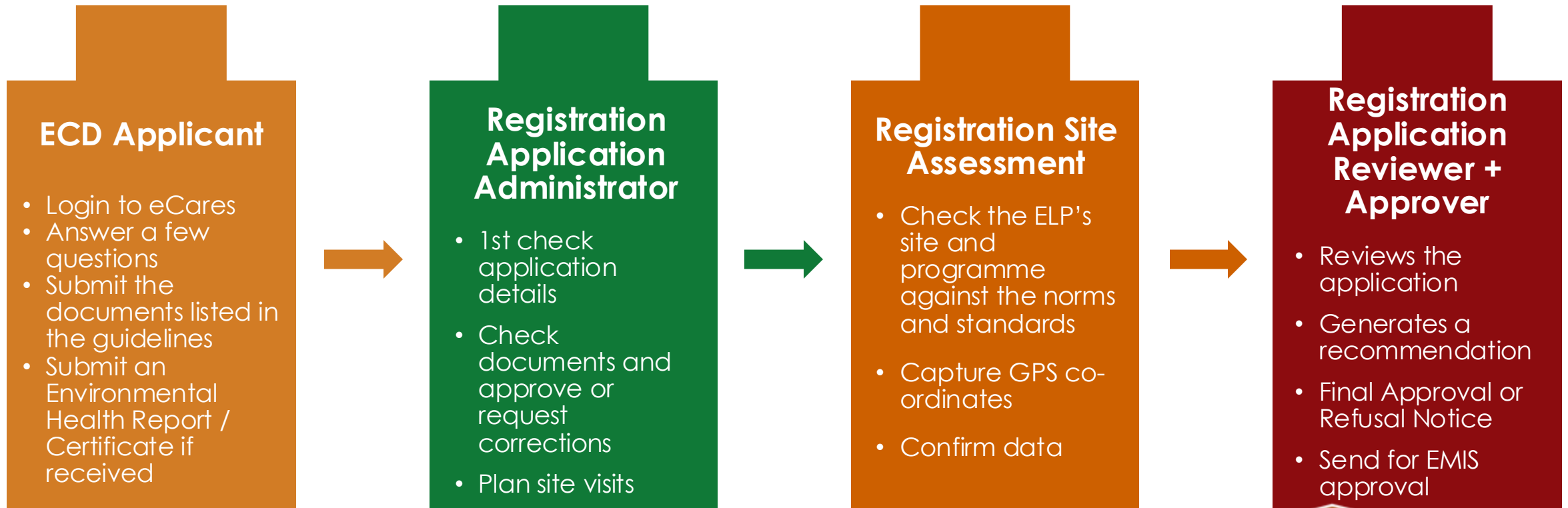
➤ Newly registered **Bronze ELPs** will be on the list and have their profiles managed

➤ Previously registered **Silver and Gold ELPs** migrated from RMT and other sources will be on the list

➤ **Migrated child-level data** will be accessible under child enrolment

APPLICANTS HAVE RECEIVED BRONZE REGISTRATION – WHAT HAPPENS NEXT?

RELEASE 2: SILVER/GOLD REGISTRATIONS



USER ROLES AND RESPONSIBILITIES FOR S/G REGISTRATION

ECD APPLICANT (WEB USER)

- Submit Silver/Gold registration application
- Receive/view improvement record per ECD failed standards
- Apply for renewal of registration before expiry date is met

REGISTRATION APPLICATION SUPPORT

- Assist with supporting applicants to upload documents and complete SG application

REGISTRATION APPLICATION ADMINISTRATOR

- Assist applicants in uploading documents
- Upload and review EHP document if received
- Review, approve, decline, or comment on submitted documents

REGISTRATION SITE ASSESSMENT (eCARES JOURNEYAPPS)

- View ECD programmes for site visitation
- Conduct site assessment even offline
- Review and update ECD profile details on the mobile app: GPS, address, programme type
- View framework outcome auto assessment – details of failed points for improvements

USER ROLES AND RESPONSIBILITIES FOR S/G REGISTRATION

REGISTRATION APPLICATION REVIEWER

- First and second Reviewers can review applicant submission and SW Site Assessment report
- Generate SW Report (final recommendation) and conditions of registration
- *Future Release: Renewals and recommend cancellation of an existing ECD registration with reasons*

REGISTRATION APPLICATION APPROVER

- Review application and Social Worker report
- Add comments and return for review
- Approve application at certain level or approve enforcement notice
- Generate Certificate of Approved Level (add associated expiry dates) after EMIS approval
- *Future Release: Approve a cancellation recommendation and notify ECD Programme*

EMIS REVIEWER AND APPROVER

- EMIS Review and EMIS Number Allocation

SG APPLICATION VIEWER

- View all SG Applications
- Assist Failed Silver Applications by sending them back to the site visit queue

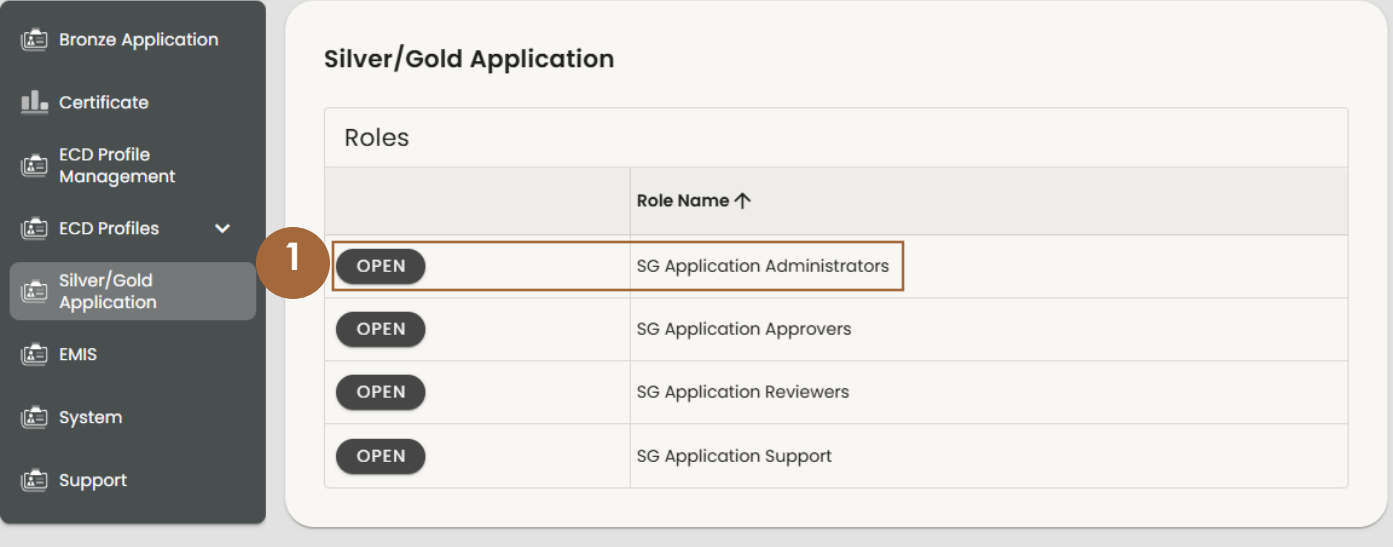
SG REGISTRATION APPLICATION ADMINISTRATORS



LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities. To begin SG Registration, click **OPEN** next to the **SG Application Administrators** (1) role.



Silver/Gold Application

Roles

	Role Name ↑
1 OPEN	SG Application Administrators
OPEN	SG Application Approvers
OPEN	SG Application Reviewers
OPEN	SG Application Support



DISPLAY ECD LIST

All Bronze approved applications that have submitted a SG Applications will be displayed once the user has logged in and clicked on **SG Application Administrators** role.

This page allows users to view all Silver/Gold submissions in their geographical area and shows the status of (1):

- Required documents
- EHP Report/Certificate
- Site visit

SG Application Administrators VIEW DETAILS

Applications Search 1 + 🔍

	ECD Name	Category Classification	National ECD Identifier Number	EMIS Number	Date Created	Application Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Administrated by
REVIEW	Testing EC-3877	Centre-based	E90410144		2026-07-30 11:25:55	SG Application Submitted	ZF Mgcawu	Ikheis	Approved	Complete	Approved	No RRA Data	Completed	Available for Review
REVIEW	Testing EC-2862		E34457909		2026-01-19 11:22:31	SG Application Submitted	ZF Mgcawu	Boegoeborg	Incomplete		Not Reviewed	No RRA Data	Awaiting Site Visit	Available for Review

Download < 1 > Page 1 of 1



PLANNING SITE VISITS – SEARCH “AWAITING”

When planning site visits, the administrator can search and filter for applications in different application statuses.

For example, to search for ECDS “Awaiting Site Visit”, follow these steps:

1. Click on the “+” next to the Search field to add filter criteria (1).
2. In this example, select **Match** and **any** (2). Then select **Site Visit** and **begins with** from the dropdown in the search field.
3. Enter your search criteria e.g., awaiting (3).
4. Click on the **UPDATE RESULTS** button (4).

5. The list of all ECDs ready and awaiting site visit will be displayed.
6. To add another search criteria (e.g., Document Status), click on the “+” button to the right (5). Multiple search criteria can be added.

SG Application Administrators

2

Match any of the criteria

Site Visit begins with

Document Status

EHP Submitted

EHP Status

Readiness Assessment

Site Visit

Administrated by

1

3

Search awaiting

4

UPDATE RESULTS

5

	Category Classification	National ECD Identifier Number	Date Created	Application Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Administrated by
REVIEW	Centre-based	E38362254	2025-05-19 13:52:49	SG Application In Review	Johannesburg South	Orange Farm Ext 3	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Cate Carrol
REVIEW	Non-centre based	E88524162	2025-05-04 08:56:50	SG Application Submitted	Johannesburg South	Ennerdale Ext 1	Incomplete	N/A	N/A	H&S and Infrastructure Support Programme, H&S and Infrastructure Support	Awaiting Site Visit	Available for Review
REVIEW	Centre-based	E5773383	2025-05-04 11:34:54	SG Application Submitted	Johannesburg South	Lakeside Ext 5	Approved	Complete	Approved	H&S and Infrastructure Support Programme, H&S and Infrastructure Support	Awaiting Site Visit	Available for Review
REVIEW	Non-centre based	E31072062	2025-05-04 11:41:12	SG Application Submitted	Johannesburg South	Anchorville	Await Review	N/A	N/A	H&S Support	Awaiting Site Visit	Available for Review
REVIEW	Centre-based	E58585613	2025-05-04 11:47:52	SG Application Submitted	Johannesburg South	Orange Farm Ext 7	Await Review	Incomplete	Not Reviewed	H&S Support	Awaiting Site Visit	Available for Review

PLANNING SITE VISITS – FILTER

An alternative way of searching is by sorting the columns.

For example, click on “Document status” (1) to search for those ECDs that require a follow-up on outstanding documents.

Or click on “Readiness Assessment” (2) to see the RRA status of ECD applications.

SG Application Administrators

VIEW DETAILS

Applications

Search

Match any of the criteria

Site Visit begins with

Document Status

EHP Submitted

EHP Status

Readiness Assessment

Site Visit

Administrated by

1

2

UPDATE RESULTS

		Category Classification	National ECD Identifier Number	Date Created	Application Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Administrated by
		Centre-based	E38362294	2025-05-19 13:52:49	SG Application In Review	Johannesburg South	Orange Farm Ext 3	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Cate Carrol
		Non-centre based	E88524162	2025-05-04 08:56:50	SG Application Submitted	Johannesburg South	Ennerdale Ext 1	Incomplete	N/A	N/A	H&S and Infrastructure Support Programme, H&S and Infrastructure Support	Awaiting Site Visit	Available for Review
		Centre-based	E57733831	2025-05-04 11:34:54	SG Application Submitted	Johannesburg South	Lakeside Ext 5	Approved	Complete	Approved	H&S and Infrastructure Support	Awaiting Site Visit	Available for Review
REVIEW	R2 UAT_FS12	Non-centre based	E31072062	2025-05-04 11:41:12	SG Application Submitted	Johannesburg South	Anchorville	Await Review	N/A	N/A	H&S Support	Awaiting Site Visit	Available for Review
REVIEW	R2 UAT_FS13	Centre-based	E58585613	2025-05-04 11:47:52	SG Application Submitted	Johannesburg South	Orange Farm Ext 7	Await Review	Incomplete	Not Reviewed	H&S Support	Awaiting Site Visit	Available for Review

REVIEW AN APPLICATION

An ECD can easily be found by typing all or part of the name, or ECD Identifier Number into the search field (1).

Once the desired ECD is located on the list, click on **REVIEW** (2) to begin the document review process.

This table also indicates which ECDs are awaiting site visit assessment.

SG Application Administrators VIEW DETAILS

Applications 1 +

	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Application Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Administrated by
REVIEW	R2 UAT_LP6	Centre-based	E30876038	2025-05-01 16:20:23	SG Application Submitted	Johannesburg South	Lakeside Ext 1	Await Review	Complete	Not Reviewed	Programme and H&S Support	Completed	Available for Review
REVIEW	Louisa Test 2	Centre-based	E53778151	2025-04-16 14:05:22	SG Application Submitted	Johannesburg South	City of Johannesburg	Incomplete	Complete	Approved	Programme and H&S Support	Completed	Available for Review
REVIEW	Failed Silver - Passes M/S - CB	Centre-based	E10542725	2025-05-01 15:42:41	SG Application Submitted	Johannesburg South	Johannesburg	Incomplete	Incomplete	Not Reviewed	Programme and H&S Support	Completed	Available for Review
REVIEW	R2 UAT_LP10	Non-centre based	E37728015	2025-05-01 18:30:26	SG Application Submitted	Johannesburg South	Viakfontein	Incomplete	N/A	N/A	H&S Support	Completed	Available for Review
REVIEW	R2 UAT_FS21	Centre-based	E69097041	2025-05-05 09:42:33	SG Application Submitted	Johannesburg South	Hospital Hill	Incomplete	Complete	Not Reviewed	Programme and H&S Support	Awaiting Site Visit	Available for Review
REVIEW	R2 UAT_FS26	Centre-based	E16242838	2025-05-05 10:29:33	SG Application Submitted	Johannesburg South	Unaville	Incomplete	Incomplete	Not Reviewed	H&S Support	Awaiting Site Visit	Available for Review
REVIEW	SG Process Test-Cate Centre Based Gold	Centre-based	E19436952	2025-04-16 12:22:55	SG Application Submitted	Johannesburg South	Finetown	Incomplete	Complete	Approved	Programme, H&S and Infrastructure Support	Completed	Available for Review

FIRST REVIEW OF APPLICATION - DECLARATIONS

After clicking on the ECD profile, the user can view all documents submitted as part of the S/G Registration Submission, including:

- The full application
- Uploaded documents
- The EHP report (if applicable)

The user will first see screens to review responses to declarations, these show that the ECD meets certain standards which can't be assessed in a site visit. after clicking **NEXT** (1) they can confirm that required documents are ready for review.

Declarations : Mhlali ECD Test : Centre-based

VIEW CORRECTIONS

VIEW ADMIN NOTES

CANCEL

Education District
Frances Baard

Total Number of Staff
2

Local Municipality
Sol Plaatje

Total Enrolment Summary
5

Please confirm whether you agree with these statements about how you operate your ECD programme/s

I believe all children deserve to reach their full potential.

Confirmed

Practitioners at my ECD programme create opportunities for children to explore their world, learn about themselves and develop a sense of identity and self-worth.

Confirmed

Practitioners at my ECD programme support children to develop self-control such as by being patient, to keep trying and to practise an appropriate level of independence (such as through making choices), and to interact positively with other adults and children.

Confirmed

Practitioners at my ECD programme encourage and model respect for different genders, languages, religions and cultures, and create opportunities to learn about diversity

Confirmed

Adults at my ECD programme never discriminate against any children or parents.

Confirmed

Practitioners at my ECD programme support children's emotional needs and create a safe environment for them to express their feelings and needs.

Confirmed

My ECD programme uses community resources to develop the whole child – such as accessing the local library or toy library, and having a relationship with the clinic and social worker to support health, nutrition, and birth registration – where these are available.

Confirmed

← BACK

ADD CORRECTIONS

ADD ADMIN NOTES

SEND CORRECTIONS

1 → NEXT

FIRST REVIEW OF APPLICATION - DOCUMENT READINESS

The next page confirms which documents the ECD needs depending on whether it is set up as a formal organisation and whether it is centre-based or non-centre based.

The applicant will have confirmed that these documents are ready on site before they were able to submit.

After clicking **NEXT** (1) the administrator can confirm that required documents are ready for review or help to upload collected documents.

Confirm Document Readiness : Mihlali ECD Test : Centre-based

VIEW CORRECTIONS

VIEW ADMIN NOTES

CANCEL

Education District

Frances Baard

Total Number of Staff

2

Local Municipality

Sol Plaatjie

Total Enrolment Summary

5

Please confirm whether you have the following documents completed and copies available on site. You can use either the templates we provided or your own documents, as long as they follow the format of the templates

After confirming you have the documents ready - you can either upload them in the next step (which will make processing quicker) or wait for them to be collected on site visit

Please answer the following questions :

Are you formally set up as a type of organisation?

This means that you are set up as a voluntary association, a non-profit company, a trust, or a for-profit company - with a management committee or board of directors or trustees, and a constitution or other founding document.)

Yes

I have the following documents ready to upload and with copies available on site :

Business Plan : (including programme overview; fees and finances; management structure; daily programe; discipline policy)

I have a Business Plan copy available on site :

Yes

Approved Building Plan / hand-drawn lay-out

I have a Building Plan copy / hand-drawn lay-out available on site :

Yes

Emergency Plan

I have an Emergency Plan available on site :

Yes

Implementation Plan

I have an Implementation Plan available on site :

Yes

Constitution/Founding Document (where applicable)

I have Constitution/Founding Document copies available on site :

Yes

BACK

ADD CORRECTIONS

ADD ADMIN NOTES

SEND CORRECTIONS

1

NEXT

FIRST REVIEW OF APPLICATION - DOCUMENTS

Users can view the status of all submitted documents, to support the document review process.

Click **VIEW** (1) next to each document to open it.

Each document can then be reviewed and either approved or declined.

Remember that an application can be submitted without documents. This means the ECD needs support to have these collected at the site visit and uploaded.

Document Upload : Mhlali ECD Test : Centre-based [VIEW CORRECTIONS](#) [VIEW ADMIN NOTES](#) [CANCEL](#)

Education District: Frances Baard Total Number of Staff: 2

Local Municipality: Sol Plaatje Total Enrolment Summary: 5

Upload images or scans of the following completed documents for your ECD program. You can use either the business plan templates we provided or your own documents, as long as they follow the format of the templates.

Upload Required Documents

	Please upload the following required documents ↑	Document Status	Document Verification
1	 VIEW S1 Business Plan – S1.1 Programme overview	Uploaded	Approved
	 VIEW S1 Business Plan – S1.2 Fees and Finances	Uploaded	Approved
	 VIEW S1 Business Plan – S1.3 Management Structure	Uploaded	Approved
	 VIEW S1 Business Plan – S1.4 Daily Programme	Uploaded	Approved
	 VIEW S1 Business Plan – S1.5 Discipline Policy	Uploaded	Approved
	 VIEW S2 Approved building plans / hand-drawn lay-out	Uploaded	Approved
	 VIEW S3 Constitution/Founding Document	Uploaded	Approved
	 VIEW S4 Emergency Plan	Uploaded	Approved
	 VIEW S5 Implementation Plan	Uploaded	Approved

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[← BACK](#) [ADD CORRECTIONS](#) [ADD ADMIN NOTES](#) [SEND CORRECTIONS](#) [→ NEXT](#)

REVIEWING REQUIRED DOCUMENTS

Each document can be viewed and either approved or declined (1). The administrator will review to ensure the document is clear, and all information is correct.

The user can click on action buttons (1) as they review each document.

Click **VIEW** (1) and the document will appear at the bottom of the screen (2) – click **OPEN**.

Click **CANCEL** (3) and then click **NEXT** to progress to the EHP Report for centre-based applications.

Upload Required Documents

	Please upload the following required documents ↑	Document Status	Document Verification
1     	S1 Business Plan – S1.1 Programme overview	Uploaded	Approved
    	S1 Business Plan – S1.2 Fees and Finances	Uploaded	Approved
    	S1 Business Plan – S1.3 Management Structure	Uploaded	Approved
    	S1 Business Plan – S1.4 Daily Programme	Uploaded	Approved
    	S1 Business Plan – S1.5 Discipline Policy	Uploaded	Approved
    	S2 Approved building plans / hand-drawn lay-out	Uploaded	Approved
    	S3 Constitution/Founding Document	Uploaded	Approved
    	S4 Emergency Plan	Uploaded	Approved
    	S5 Implementation Plan	Uploaded	Approved

 < 1 > Page 1 of 1

Document Type
S1 Business Plan – S1.1 Programme overview

	File name ↑	Size
2 	Business-Plan-PDF.pdf	64798

3 

ADDING CORRECTION NOTES OR ADMIN NOTES

If the administrator **DECLINES** (1) an uploaded document, they must add **CORRECTION NOTES** (2) to explain what the applicant needs to fix or submit. Click save.

Once the administrator has completed their review, they can click **SEND CORRECTIONS**.

Admin notes can also be used to capture notes that are only shared internally with the reviewer and approver.

Document has been declined

Upload Required Documents

Please upload the following required documents					Document Status	Document Verification	
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S1 Business Plan - S1.1 Programme overview	Uploaded	Declined
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S1 Business Plan - S1.2 Fees and Finances	Uploaded	Declined
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S1 Business Plan - S1.3 Management Structure	Uploaded	Await_Review
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S1 Business Plan - S1.4 Daily Programme	Uploaded	Await_Review
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S1 Business Plan - S1.5 Discipline Policy	Uploaded	Await_Review
VIEW	UPLOAD	DELETE	APPROVE	DECLINE	S4 Emergency Plan	Uploaded	Await_Review

Document Type: S1 Business Plan - S1.2 Fees and Finances

File name	Size
Doc1.docx	13335

Corrections note

SAVE CANCEL

REVIEWING EHP DOCUMENTS – CENTRE-BASED

The administrator can upload the EHP document on behalf of the ECD if it has been sent to them. Click on the paperclip icon (1) and choose the EHP document to upload. Then press **SAVE**

(2) The user then needs to determine the **type of EHP document**, and complete the **recommended capacity** as shown in the document. The type of document impacts whether the ECD can achieve Gold or Silver certification. **The Recommended capacity is not mandatory for this role.*

Click **NEXT** (3) once completed.

Environmental Health Report/Certificate/Notice from Municipality : R2 UAT_LP5 : Centre-based

VIEW CORRECTIONS VIEW ADMIN NOTES CANCEL

Have you received a Health Certificate; Health Report or Enforcement Notice from a Municipal Environmental Health Practitioner (EHP)?

Yes

Document Verification

Await Review

Upload Environmental Health Report

SAVE

Select document type uploaded

EHP Certificate

Recommended capacity from the EHP Certificate/Report

EHP Capacity

20

EHP document status

3 NEXT ADD CORRECTIONS ADD ADMIN NOTES

EHP Document Types

EHP Certificate – health and safety certificate issued by EHP – allows reaching Gold level.

EHP Report – where EHP has not issued a certificate but written a report. ECDs can only achieve silver with this, even if registration assessment suggests Gold.

EHP Compliance Notice – where EHP has issued a notice for issues of high risk or closure. ECD can only receive a refusal notice even if registration assessment suggests Silver/Gold

REVIEWING EHP DOCUMENTS – CENTRE-BASED

When viewing an already uploaded EHP document, the user can first click **OPEN** (1) to view the document. They will then review to ensure the document is clear, and all information is correct. (2) The user needs to check the type of EHP document, and the capacity shown in the document and capture these.

The user can then **APPROVE** or **DECLINE** (3) the EHP document status. The user should return the submission for corrections if any issues are found.

If any document is declined, the system enforces a return for corrections — this step is required before the application can proceed to approval.

The screenshot shows a web interface for reviewing Environmental Health documents. At the top, the title is "Environmental Health Report/Certificate/Notice from Municipality : R2 UAT_GP15 : Centre-based". There are buttons for "VIEW CORRECTIONS" and "CANCEL". The main form contains several sections:

- Have you received a Health Certificate, Health Report or Enforcement Notice?** with a "Yes" input field.
- Document Verification** section with an "Approved" status.
- A table with columns for "File name" and "default".
- An **OPEN** button, highlighted with a red box and labeled with a circled "1".
- REMOVE** and **SAVE** buttons.
- Select document type uploaded** dropdown menu, currently showing "Not Specified", highlighted with a red box and labeled with a circled "2".
- Recommended capacity from the EHP Certificate/Report** section with a field for "EHP Capacity" showing "25".
- EHP document status** section with a dropdown showing "EHP Approved".
- APPROVE** and **DECLINE** buttons, highlighted with a red box and labeled with a circled "3".
- BACK** and **NEXT** buttons at the bottom.

EHP Document Types

- EHP Certificate** – health and safety certificate issued by EHP – allows reaching Gold level.
- EHP Report** – where EHP has not issued a certificate but written a report. ECDs can only achieve silver with this, even if registration assessment suggests Gold.
- EHP Compliance Notice** – where EHP has issued a notice for issues of high risk or closure. ECD can only receive a refusal notice even if registration assessment suggests Silver/Gold

ADDITIONAL QUESTIONS & SUBMIT FOR REVIEW

Review the ADDITIONAL QUESTIONS to ensure the information provided is accurate. This information will be added to the ECD Profile.

If all documents are in order, the Registration Application Administrator should click **SUBMIT FOR REVIEW** (1) to send the application for site assessment.

Additional Questions

VIEW CORRECTIONSVIEW ADMIN NOTESCANCEL

Please help us better understand your ECD programme by answering the following questions

What year did you open your ECD programme?

2014

Do you offer a Grade R class?

No

Is your ECD programme a non-profit organisation? This means your ECD programme is officially set up as a voluntary organisation, a nonprofit trust or a non-profit company.

Yes

Do you have an NPO Number?

Yes

What is your NPO Number?

111-111

Is the land and property where your ECD programme operates owned by you?

No

← BACKADD CORRECTIONSADD ADMIN NOTESSEND CORRECTIONS

SUBMIT FOR REVIEW

1

REGISTRATION FOR S/G APPLICATIONS eCARES MYJOURNEY MOBILE APP



eCARES JOURNEYAPP SETUP



basic education
Department:
Basic Education
REPUBLIC OF SOUTH AFRICA



LOCATE YOUR eCARES JOURNEYAPP



JourneyApps

For Android Devices



1. Scan the QR Code – choose “Get it on Google Play”.
2. Tap **Install** and wait for the app to download.
3. *Alternatively:* Open the **Google Play Store** (Android).
4. Search for **JourneyApps Container**.
5. Tap Install and wait for the app to download.
6. For Android only: Once installed, open this link:
<https://play.google.com/store/apps/details?id=com.google.android.webview&hl>
7. If an “**Update**” is required, please complete the update. If only an “**Uninstall**” option appears, proceed with uninstalling.
8. Open the JourneyApp and you will be prompted to insert a link.
9. Once ready, please let the facilitator know, and you will receive the **installation link** for the eCares JourneyApps and further setup instructions.
10. Standard password for all users is: **Password1234**.



LOCATE YOUR eCARES JOURNEYAPP



JourneyApps

For iOS Devices



1. Scan the QR Code – choose “Download on the App Store”.
2. Tap **Get**, then **Install**. Once installed, tap **Open**.
3. *Alternatively:* Open the **App Store** (iOS).
4. Search for **JourneyApps Container**.
5. Tap Install and wait for the app to download.
6. For Android only: Once installed, open this link:
<https://play.google.com/store/apps/details?id=com.google.android.webview&hl>
7. If an “**Update**” is required, please complete the update. If only an “**Uninstall**” option appears, proceed with uninstalling.
8. Open the JourneyApp and you will be prompted to insert a link.
9. Once ready, please let the facilitator know, and you will receive the **installation link** for the eCares JourneyApps and further setup instructions.
10. Standard password for all users is: **Password1234**.



LOCATE YOUR eCARES JOURNEYAPP



JourneyApps

For Huawei Devices



1. Scan the QR Code - once installed, tap **Open**.
2. *Alternatively:* Open Huawei App Gallery – search for **JourneyApps Container**.
3. Tap Install and wait for the app to download.
4. Once installed, tap **Open**
5. Open the JourneyApp and you will be prompted to insert a link.
6. Once ready, please let the facilitator know, and you will receive the **installation link** for the eCares JourneyApps and further setup instructions.
7. Standard password for all users is: **Password1234**.

eCARES JOURNEYAPP

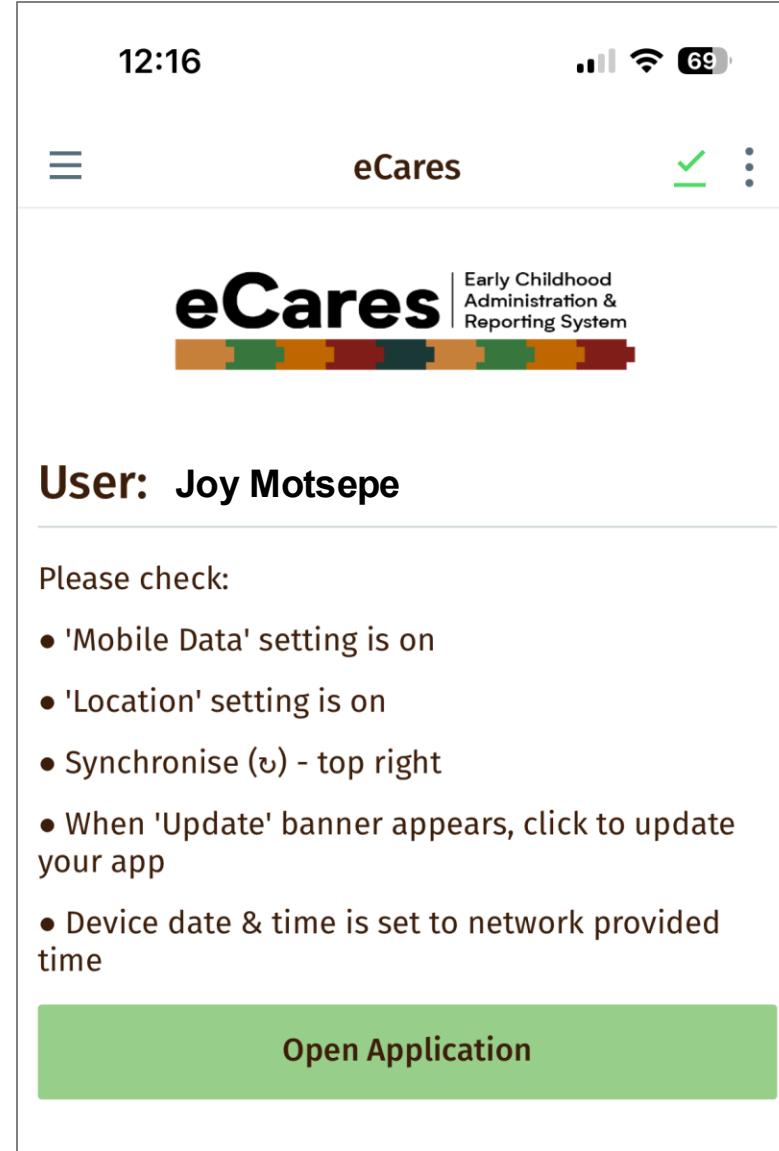


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REPUBLIC OF SOUTH AFRICA



HOME PAGE

This is the launch screen of the eCares mobile app. It displays the logged-in user's name and provides important setup reminders (e.g., mobile data, location, sync). Tap "**Open Application**" to enter the main app.



LOGIN PAGE

Enter your password to access the app. Please note this password is different to the one you use on the eCares web portal.

Below the login button, your user info, location, app version, and stats are displayed.

Use "**Whats New**" to view recent updates, or "**Back**" to return to the Home Page.

12:17   69%

 **eCares Login** 

Log in to eCares

user: Joy Motsepe

PASSWORD



Login

User name	Joy Motsepe
Province	Northern Cape
Education District	ZF Mgcau
Build Version	1.0.2
Container Version	25.1.1
Stats	Programs: 65

Whats New

See What's New in the eCares app

Back

Forgot password? Click below to recover your account.

CHANGE PASSWORD

If you need to change your password, first log in using your current password. Then, tap the three lines (1) in the top-left corner of the screen, select **Change Password** (2), and enter the new password.

Tip: Select a password that includes at least one lowercase letter, one uppercase letter, a number, a special character, and is at least 6 characters long.

The image shows three sequential screenshots of the eCares app interface, numbered 1, 2, and 3, illustrating the steps to change a password.

Screenshot 1: eCares Main Menu
The top-left corner shows a menu icon (three horizontal lines) labeled with a circled '1'. Below the header 'eCares Main Menu', there are two green buttons: 'View ECD Programme List' and 'Log Out'.

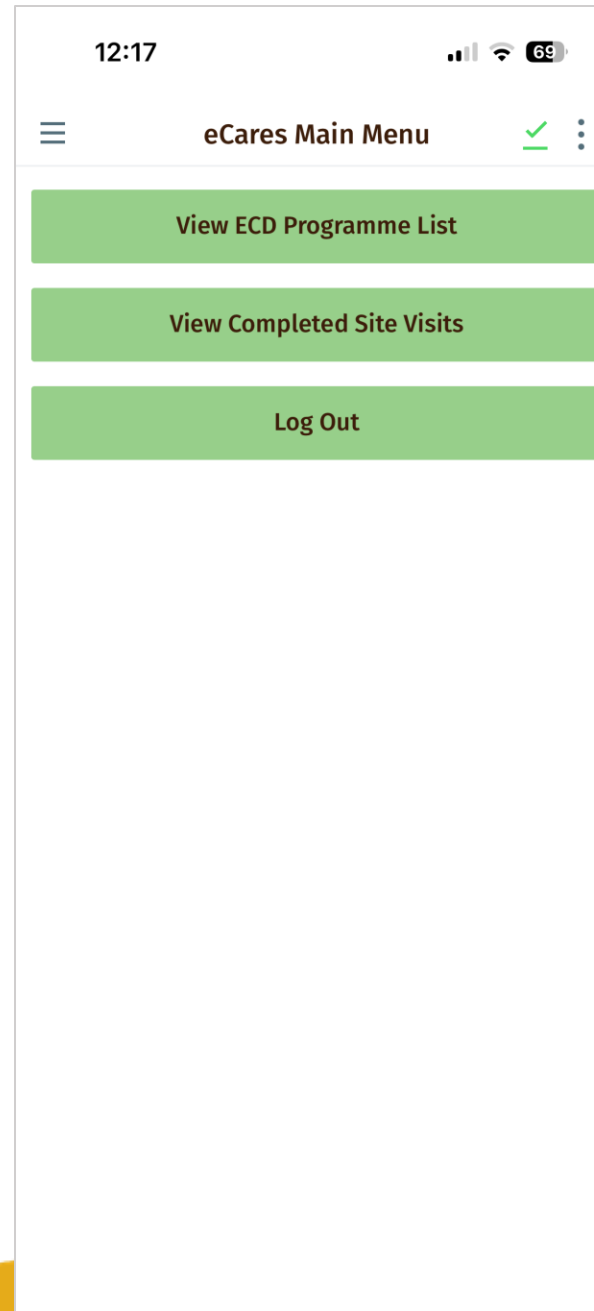
Screenshot 2: Side Menu
A side menu is open, showing options: Home, Change Password (highlighted with a red box and labeled with a circled '2'), Whats New, Main Menu, LogOut, Dark, and About.

Screenshot 3: Change Password Form
The 'Change Password' screen is shown. It has a title bar 'Change Password' with a menu icon. Below it is a 'Change Password' button. The form contains two input fields: 'NEW PASSWORD' (labeled with a circled '3') and 'CONFIRM NEW PASSWORD'. Both fields have placeholder text 'Enter New Password' and 'Enter Confirm New Password' respectively. At the bottom is a green 'OK' button.



MAIN MENU

After logging in, use this screen to access the **ECD Programme List**, **View Completed Site Visits** or to **Log Out** of the app. This is the central navigation hub for the app's main features.



ECD PROGRAMME LIST PAGE

This page displays a list of ECD programmes that have not had site visits. Users can view key details like the programme name, province, municipality, suburb, and education district.

Use the search bar to sort and filter results, and navigate pages using the arrows below the table. When pressing the ➤ button next to a ECD Programme, the user will be taken to that specific ECD Programme.

<

ECD Programme List

⋮

ECD PROGRAMME LIST

ECD Name	Province	Municipality	Suburb	Education District	
ADONAI DAY CARE	Western Cape	City of Cape Town	Claremont	Metro Central	➤
Dummy 1	Free State	Tswelopele	Phahameng	Lejweleputswa	➤
Dummy 2	Free State	Kopanong Local Municipality	Fauresmith	Xhariep	➤
A.F.M LEBONE DAY CARE CENTRE	Free State	Kopanong Local Municipality	Fauresmith	Xhariep	➤

🔍 Search

⏪

⏩

1

⏴

⏵

Find an ECD Programme

Back to Main Menu

VIEW ECD PROGRAMME DETAILS PAGE

This page displays full details of a selected ECD programme, including its name, reference number, location, contact details, certification status, and approval/expiry dates.

It is suggested that the SW calls to confirm the address before visiting.

<

View ECD Programme Deta...

ECD Programme Name	R2 UAT_FS25
REF NUMBER	E69197302
Municipality	City of Johannesburg
Province	Gauteng
Education District	Johannesburg South
CERTIFICATION STATUS	
Certified	Bronze
Approved Date	2025-05-05
Expiry Date	2026-05-05
Contact Name	Teboho Rider Litsoane
Contact Number	27616079206
Address	1218 SELEMELA STREET, Thembalihle, Lenasia

<

View ECD Programme Deta...

Expiry Date	2026-05-05
Contact Name	Teboho Rider Litsoane
Contact Number	27616079206
Address	1218 SELEMELA STREET, Thembalihle, Lenasia

Edit ECD Programme

Capture GPS

View Documents

Site Visit Questionnaires

ECD Programme Non Existent

Go Back

VIEW ECD PROGRAMME DETAILS PAGE

Once on site:

Users can **Edit programme info**, **Capture GPS** coordinates, **View Document Status**, **Complete Site Visit Questionnaire** or **Mark ECD as non existent** using the action buttons provided.

NB: Each step must be completed at a Site Visit

< View ECD Programme Deta... ⋮

Expiry Date	2026-05-05
Contact Name	Teboho Rider Litsoane
Contact Number	27616079206
Address	1218 SELEMELA STREET, Thembalihle, Lenasia

Edit ECD Programme

Capture GPS

View Documents

Site Visit Questionnaires

ECD Programme Non Existent

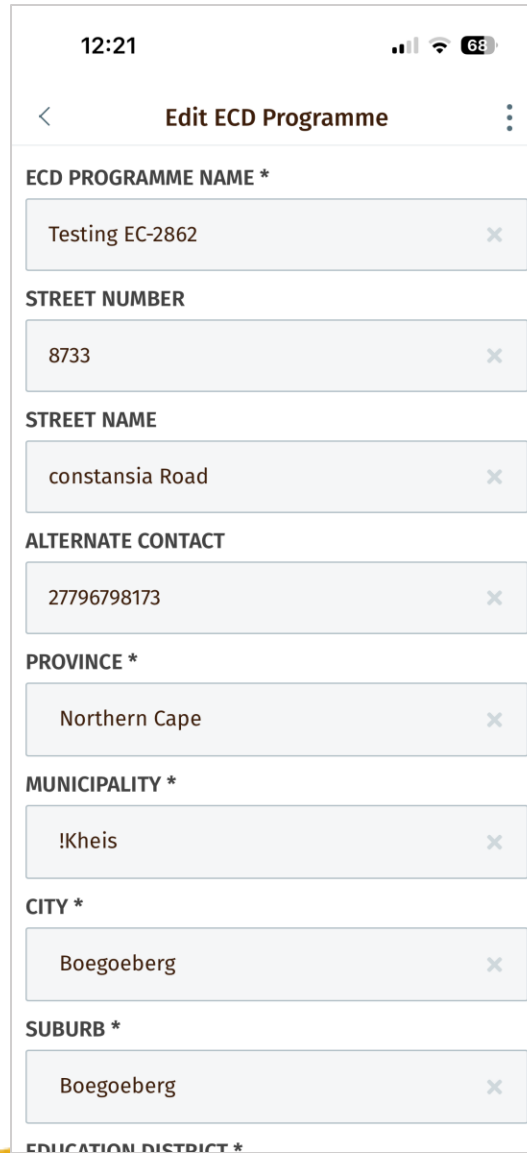
Go Back



STEP 1 - EDIT ECD PROGRAMME PAGE

This page allows users to update an ECD programme's name, address, alternate contact details, and location information. Required fields include province, municipality, city, suburb, and ward. If any details are changed, tap **Save** to apply changes.

Confirming and updating these details is very important for finding the ECD in future



12:21

< Edit ECD Programme

ECD PROGRAMME NAME *

Testing EC-2862

STREET NUMBER

8733

STREET NAME

constansia Road

ALTERNATE CONTACT

27796798173

PROVINCE *

Northern Cape

MUNICIPALITY *

!Kheis

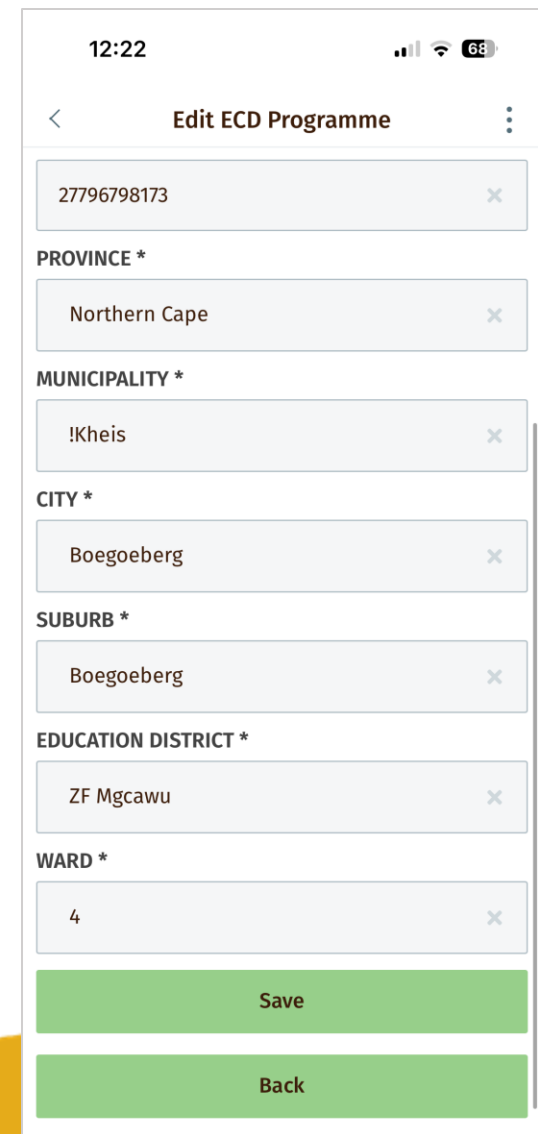
CITY *

Boegoeberg

SUBURB *

Boegoeberg

EDUCATION DISTRICT *



12:22

< Edit ECD Programme

27796798173

PROVINCE *

Northern Cape

MUNICIPALITY *

!Kheis

CITY *

Boegoeberg

SUBURB *

Boegoeberg

EDUCATION DISTRICT *

ZF Mgawu

WARD *

4

Save

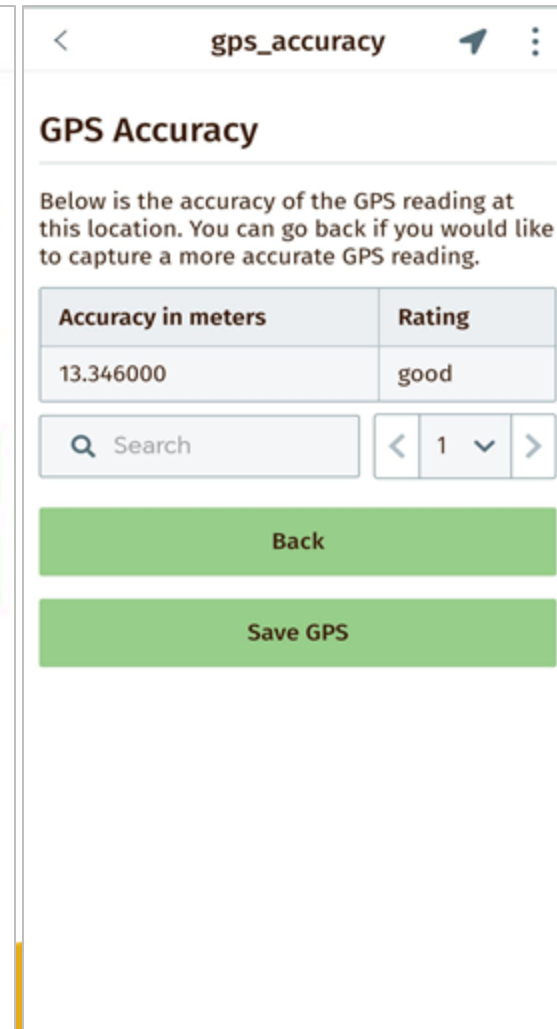
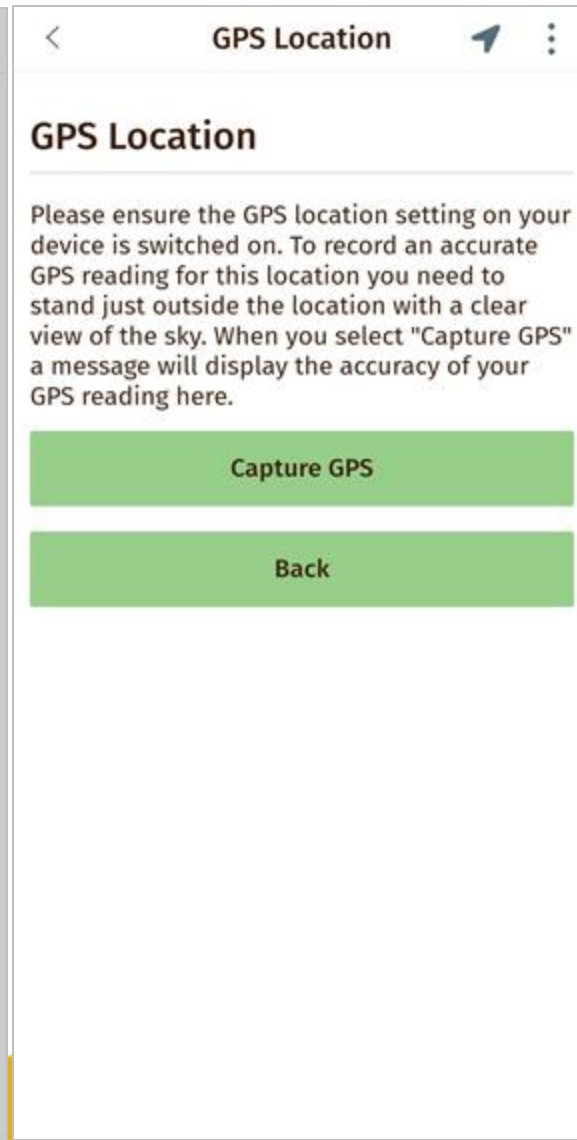
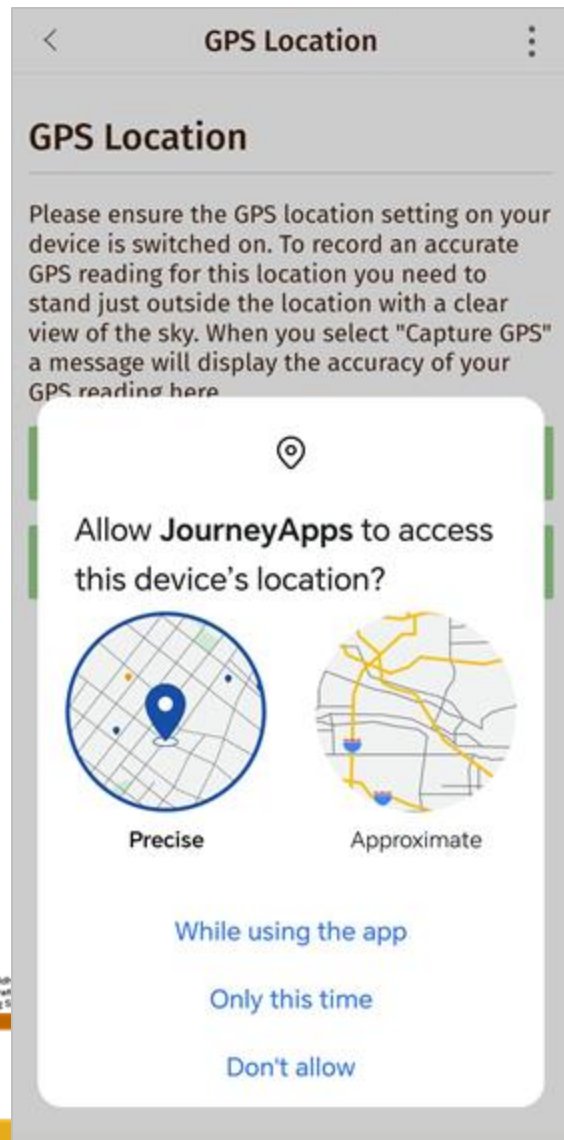
Back

STEP 2 - CAPTURE GPS

This page allows users to capture GPS location of the ECD Programme using their mobile device.

This allows us to map it accurately in the ECD profile.

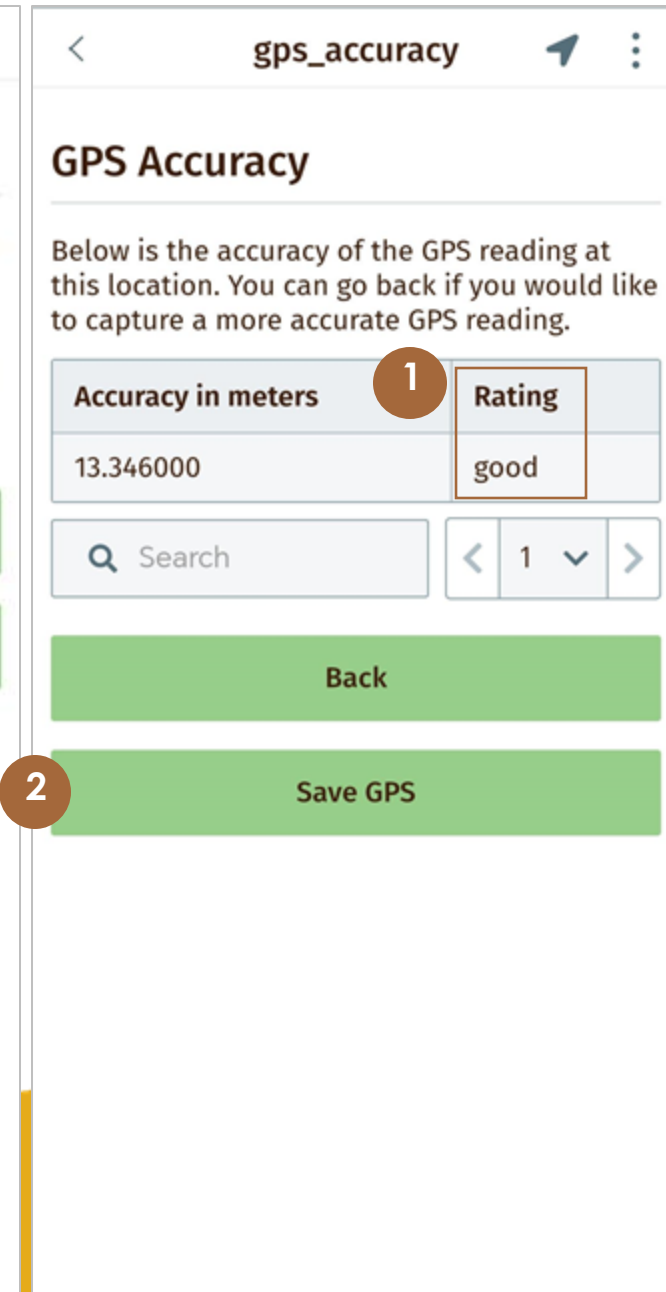
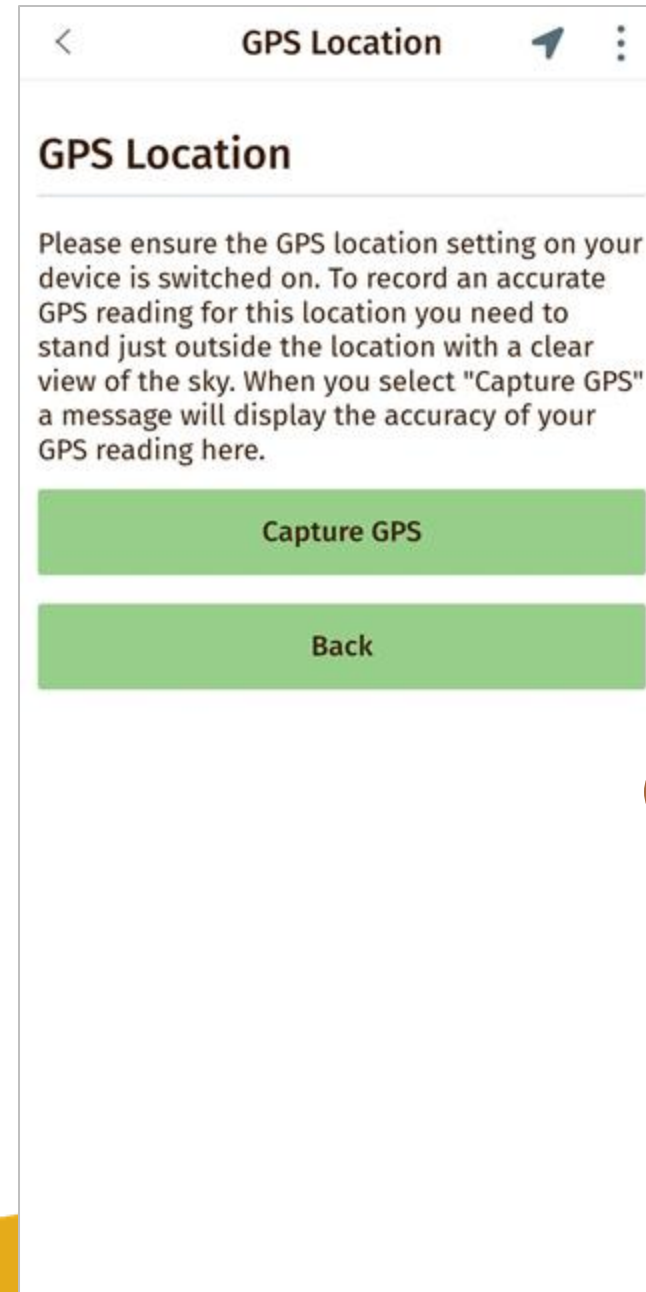
Be sure to allow permissions to access the device's location.



STEP 2 – TIPS FOR CAPTURING GPS

- Stand at the entrance to the property when capturing the location
- Go outdoors and avoid standing inside buildings or under dense tree cover
- If the Rating (1) says “poor” – try moving around slightly, click back and **Capture GPS** again – you might need to do this a few times
- If the poor rating persists, turn location on and off on your device and reopen the JourneyApps.
- Or if available, use another device.

When the Rating (1) says good or great, click **Save GPS (2)** to save and return to the previous menu.



VIEW DOCUMENTS

This page shows the status of all required Silver/Gold submission documents uploaded for the selected ECD Programme. Tap “**Next**” to view the documents list, which includes:

- Business Plan,
- Building Plan,
- Emergency Plan, and
- Constitution or Founding document.

During the site visit, check which documents have not yet been submitted. If any are missing, take photos of the physical copies so they can be uploaded later from the office.

Note: The user can only view statuses in the JourneyApp. To open documents, log into the eCares web platform



NON-EXISTENT/CLOSED ECD Page

If you have called ahead to confirm an address and arrive at the site to find that the ECD has permanently closed or does not exist

Select **ECD Programme Non-Existent (1)**

You will be asked to select your reason for archiving the Bronze approved ECD and then to **Confirm archive. (2)**

Edit ECD Programme

Capture GPS

View Documents

1 Complete Site Visit Questionnaire

ECD Programme Non Existent

<

Archive ECD Programme

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ECD Programme Name

Edit ECD Name

Reference Number

E84018212

SELECT REASON FOR ARCHIVING

☐ ECD Programme no longer operating

☐ Bronze ECD Programme not able to be located

2 Confirm Archive

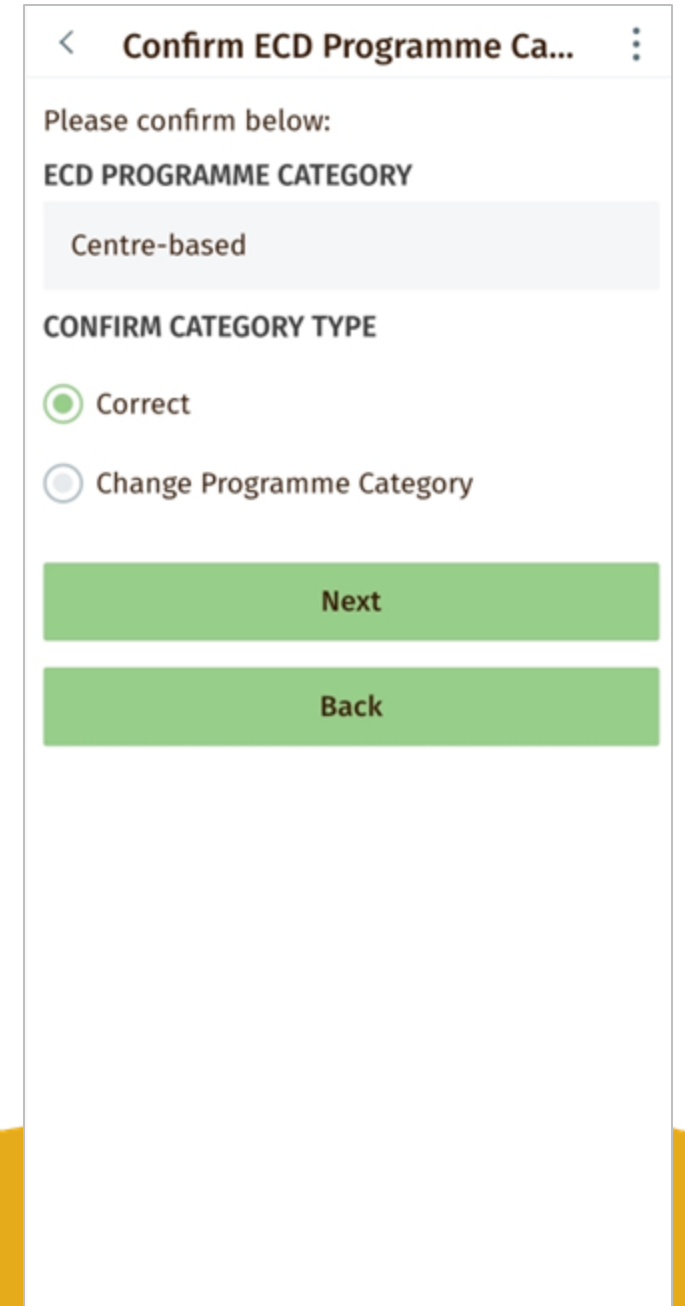
Cancel

CONFIRM ECD PROGRAMME CATEGORY PAGE

Before starting the site visit questionnaire, users must confirm if the displayed ECD programme category is correct. Select “**Correct**” to proceed or “**Change Programme Category**” to update it. Tap **Next** to continue or **Back** to return.

The programme category determines what registration framework questions are asked so is very important.

Non-centre based: Day-mothers, Toy Libraries, Play-groups.



< Confirm ECD Programme Ca... ⋮

Please confirm below:

ECD PROGRAMME CATEGORY

Centre-based

CONFIRM CATEGORY TYPE

☒ Correct

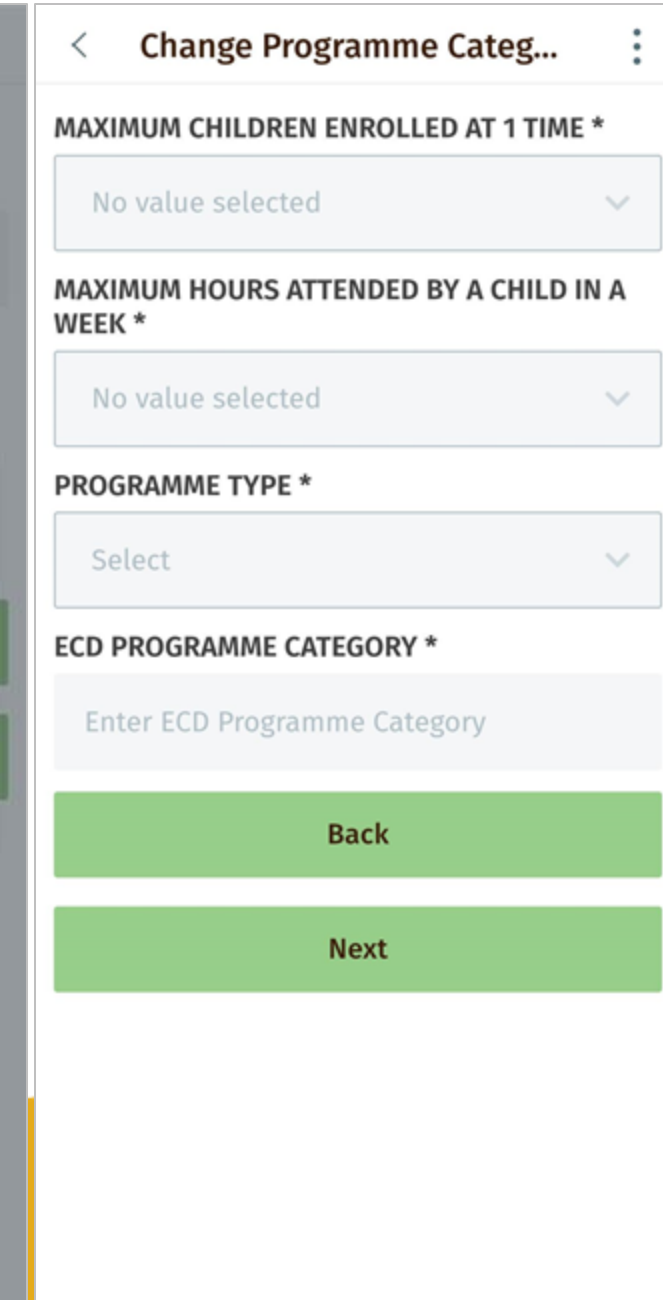
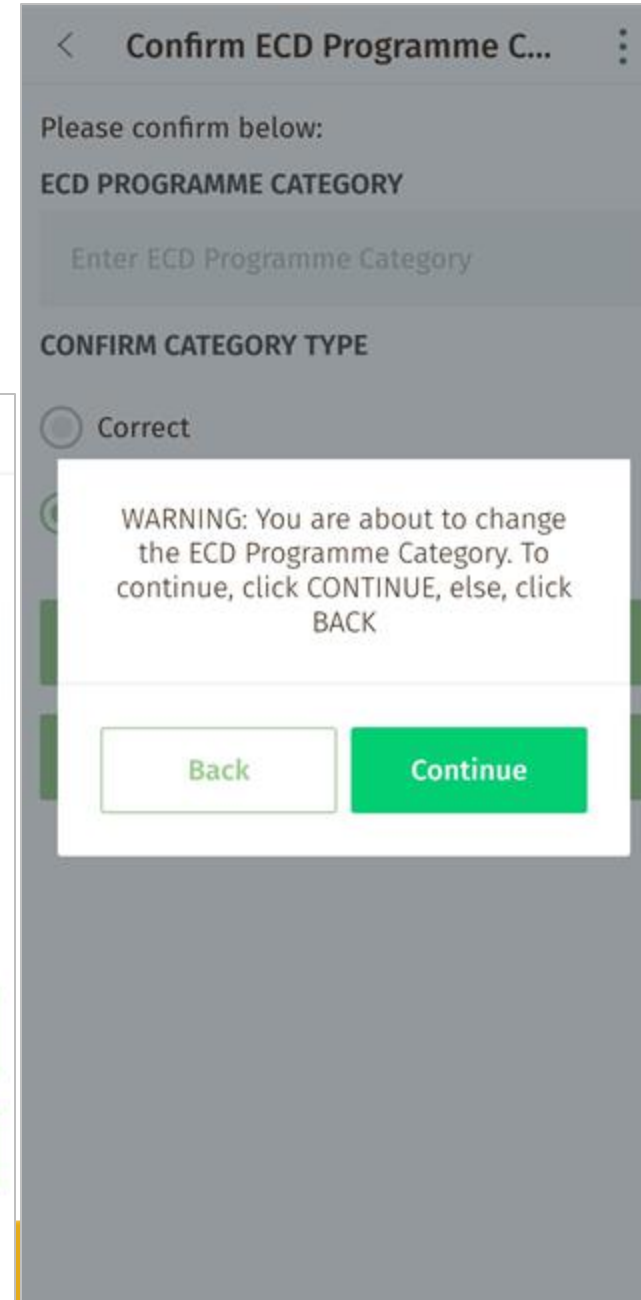
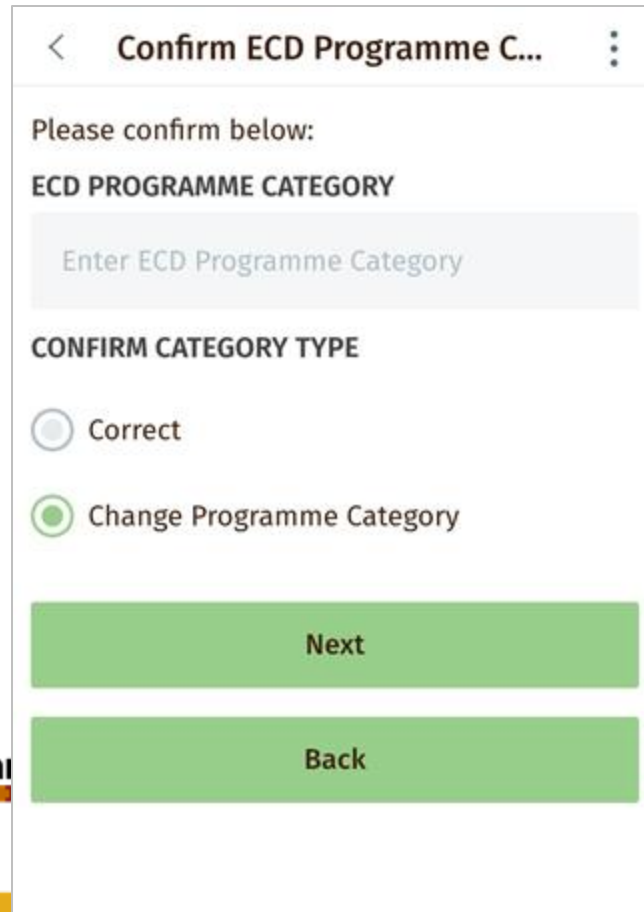
☐ Change Programme Category

Next

Back

CHANGE ECD PROGRAMME CATEGORY PAGE

Select “**Change Programme Category**” to update.
Select **Continue** and answer the Programme Category questions. Tap **Next** to save changes or **Back** to return.



CENTER AND NON CENTER BASED QUESTIONNAIRE

This screen displays an index of the site assessment questionnaire required for either Center Based or Non-Center Based evaluations. The content of the index varies based on the selected ECD Programme Category.

The questions are grouped by areas of assessment. A green tick will appear next to each grouping for those that are fully complete. Click on the “>” to view questions in that section.

<

KHWEZILOMSO PRE-SCHOOL

⋮

Index: Center-Based

Document Review ✓>

Indoor Health & Safety ✓>

Programme ✓>

Fire & First Aid ✓>

Water & Sanitation ✓>

Food preparation ✓>

Safe structure and premises ✓>

Interview ✓>

Signature ✓>

Go Home

← Responses

Save Survey

Evaluati

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Index: Non-Center-Based

Document Review (0/11)>

Indoor Health & Safety (0/5)>

Programme (0/6)>

Fire & First Aid (0/3)>

Water & Sanitation (0/11)>

Safe structure and premises (0/5)>

Interview (0/6)>

Signature (0/1)>

Go Home

← Responses

Save Survey

Evaluati

SITE ASSESSMENT – REGISTRATION FRAMEWORK

These pages allow users to answer the site assessment questions – a digital version of the registration framework. Select **Yes**, **No**, or **N/A** (1) for each question.

Tap “**Tip Notes**” (2) for more information to help with this question, or “**Next**” (3) to continue to the next question.

Use the arrow (4) at the top to return to the index.

4 < KHWEZILOMSO PRE-SCHOOL

Pre-submitted or Onsite document review-Building plans (1/76)

WHERE APPLICABLE, NEW BUILDINGS AND ALTERATIONS TO BUILDINGS COMPLY WITH THE BUILDING STANDARDS AS SET OUT BY THE NATIONAL BUILDING REGULATIONS AND BUILDING STANDARD ACT, 1997 (ACT NO.103 OF 1997).

1 ☒ Yes
☐ No
☐ N/A

2 Tip Notes

3 Next →

< KHWEZILOMSO PRE-SCHOOL

WHERE APPLICABLE, NEW BUILDINGS AND ALTERATIONS TO BUILDINGS COMPLY WITH THE BUILDING STANDARDS AS SET OUT BY THE NATIONAL BUILDING REGULATIONS AND BUILDING STANDARD ACT, 1997 (ACT NO.103 OF 1997).

☒ Yes
☐ No
☐ N/A

BUILDING PLAN
At Silver, there is no requirement for programmes to meet. You may want to advise the principal to work towards meeting the Gold standard if there has been a new build and/or alterations to a building.

At Gold, you may want to ask whether the programme facility has gone through (or is it about to go through) alterations or changes to the structure of the building. If yes, you may also want to ask whether there is an approved building plan or decision letter from authorities been submitted with the document submission. If no, you can indicate NA.

Tip Notes

Next →

ASSESSMENT QUESTIONS

Where the user selects “**No**” or “**Yes with conditions**”— a comment is required in the text box below.

A comment is mandatory and this will be visible to the Application Reviewer.

 **KHWEZILOMSO PRE-SCHOOL** 

**Interview-Caregiver
Communication (67/76)**

PROGRAMMES COMMUNICATE REGULARLY WITH PARENTS AND CAREGIVERS, AND ALERT THEM TO ANY CONCERNS REGARDING THE DEVELOPMENT AND WELLBEING OF THEIR CHILD.

☐ Yes

☒ No

CAREGIVER INCLUSION

You may want to ask the Principal how they communicate with parents and caregivers, what kind of information they communicate about and how regularly.

PLEASE PROVIDE A COMMENT: *

Reason for your selection

 Previous

Tip Notes

Next 

CENTER AND NON CENTER BASED QUESTIONNAIRE

Select “**Responses**” (1) at the bottom of the index page to view the full list of questions with responses.

This can be used to advise the ECD programme which areas they need to work on.

<

KHWEZILOMSO PRE-SCHOOL

⋮

Index: Center-Based

Document Review ✓ >

Indoor Health & Safety ✓ >

Programme ✓ >

Fire & First Aid ✓ >

Water & Sanitation ✓ >

Food preparation ✓ >

Safe structure and premises ✓ >

Interview ✓ >

Signature ✓ >

1

Home

< Responses

Save Survey

Evaluati

<

Kidz R us

⋮

Index: Non-Center-Based

Document Review (0/11) >

Indoor Health & Safety (0/5) >

Programme (0/6) >

Fire & First Aid (0/3) >

Water & Sanitation (0/11) >

Safe structure and premises (0/5) >

Interview (0/6) >

Signature (0/1) >

1

Home

< Responses

Save Survey

Evaluati

QUESTIONNAIRE RESPONSES

This can be used to advise the ECD programme which areas they need to work on.

Look for all the NO answers

Site Visit Questionnaire

(1) Building Plan	yes
(2) Free Play	yes
(3) Varied Activities	yes
(4) Rest Time	yes
(5) Discipline Policy	yes
(6) Policy Illness	yes
(7) Policy Disease Spread	yes
(8) Policy Cleaning	yes
(9) Policy Confidentiality	yes

(9) Policy Confidentiality	yes
(10) Records Medical	yes
(11) Records Incidents	yes
(12) Records Medicines	yes
(13) Emergency Plan	yes
(14) Records Attendance And Admission	yes
(15) Records Childfile	yes
(16) Records Retention	yes
(17) Menu Meals Provided	yes
(18) Menu Good Nutrition	yes

(18) Menu Good Nutrition	yes
(19) Staff Qualification S	yes

(28) Ventilation	yes
(29) Separated Areas	yes
(30) Sick Bay G	yes
(31) Sick Bay S	yes
(32) Nappy Changing	yes
(33) Age Appropriate Programmes	yes
(34) Language Development	yes
(35) Language of Learning	yes
(36) Programme Motor Skills	yes
(37) Staff Child Ratio S	yes

(38) Staff Child Ratio G	yes
(39) Fire Safety S	yes
(40) Fire Safety G	yes
(41) First Aid S	yes
(42) First Aid G	yes
(43) Safe Fire And Electricity	yes
(44) Safe Water	yes
(45) Covered Water	yes
(46) Hand Washing S	yes
(47) Hand Washing G	yes

(48) Toilets S	yes
(49) Toilets Under3 G	no there's only 1 toilet for every 30 students

(58) Clean Premises	yes
(59) Safe Structure	yes
(60) Safe Heights And Holes	yes
(61) Dangerous Items S	yes
(62) Dangerous Items G	yes
(63) Cleaning Products	yes
(64) Refuse Pit	yes
(65) Covered Waste	yes
(66) No Smoking	yes
(67) Caregiver Inclusion	yes

(68) Language of Communication	yes
(69) Clean Waste Areas	yes
(70) Emergency Awareness	yes
(71) First Aid Training	yes
(72) Emergency Phone	yes
(73) Staff Health Awareness	yes
(74) Safe Vehicles S	yes
(75) Safe Vehicles G	yes
(76) Visit Date	2025-04-10T00:00:00.000Z

(70) Emergency Awareness	yes
(71) First Aid Training	yes
(72) Emergency Phone	yes
(73) Staff Health Awareness	yes
(74) Safe Vehicles S	yes
(75) Safe Vehicles G	yes
(76) Visit Date	2025-04-10T00:00:00.000Z

Site Visit Evaluation

No items available

Site Visit Evaluation

No items available

Site Visit Evaluation

No items available







EVALUATION

Select “**Evaluation**” at the bottom of the index page to view the automated site visit outcome.

If the outcome is **Silver or Gold** - add any restrictions that you feel should be applied in the text boxes provided.

The **restrictions** are all optional and should only be used in specific circumstances.

Restriction A: Is optional here but must be completed before submitting for final approval. It can be completed in eCares by the reviewer after looking at the EHP document or other details. **For NCB ECDs it is best to complete this here while on site.**

Click “**Save Evaluation**”, or “**Return**” if you want to change any answers.

<

KHWEZILOMSO PRE-SCHOOL

:

Site visit outcome

Silver

Restrictions

Please complete any recommendations that should be applied to this ECD Programme.

Select from the list below and complete

A. TOTAL NUMBER OF CHILDREN PERMITTED ON THE PREMISES

Enter A. Total number of children permitted on the premise

Calculate capacity based on 1.5 square metres of unobstructed space per child, not including passageways, bathrooms or storage areas for centre-based programmes, and refer to DBE guidelines for non centre-based.

B. HOURS OF OPERATION : OPENING TIME (EG 08:30)

Enter B. Hours of operation : opening time (eg 08:30)

HOURS OF OPERATION : CLOSING TIME (EG 14:30)

Enter Hours of operation : closing time (eg 14:30)

<

KHWEZILOMSO PRE-SCHOOL

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Enter B. Hours of operation : opening time

B. HOURS OF OPERATION : CLOSING TIME (EG 14:30)

Enter B. Hours of operation : closing time (

AGES PERMITTED ON PREMISES:

☐ 0 - 18 months

☐ 18 - 36 months

☐ 3 - 4 years

☐ 4 - 5 years



EVALUATION – FAILED SILVER & MINIMUM STANDARD SITE VISIT OUTCOME

If the framework outcome is Failed Silver and minimum standards (1) the assessor should select between three options (2):

- No major and significant safety concerns
- Immediate risk of serious harm to children
- Repeated failure to comply with previous compliance notices

Required actions need to be added (3).

For any of the failed silver outcomes a Refusal Notice will be the ultimate outcome rather than a certificate.

The diagram illustrates the workflow for a Failed Silver and Minimum Standard site visit outcome, consisting of three sequential screens:

- Screen 1: R2 UAT_FS12**
 - Site visit outcome:** Failed Silver and Minimum Standard
 - Recommendations:** Please recommend which of the following options apply and add required actions. AT THE TIME OF THE INSPECTION, THE PREMISES WERE FOUND TO *
 - Selection:** No value selected (dropdown menu)
 - REQUIRED ACTIONS *:** Enter Required actions (text input field)
 - Buttons:** Return, Submit Assessment
- Screen 2: Choose an option**
 - Options:** B. Not comply with basic minimum standards but present no risk of serious harm, C. Present an immediate risk of serious harm to the occupiers, D. Demonstrate repeated failure to comply with previous compliance notices
- Screen 3: R2 UAT_FS12**
 - Site visit outcome:** Failed Silver and Minimum Standard
 - Recommendations:** Please recommend which of the following options apply and add required actions. AT THE TIME OF THE INSPECTION, THE PREMISES WERE FOUND TO *
 - Selection:** B. Not comply with basic minimum standards but present no risk of serious harm
 - REQUIRED ACTIONS *:** Enter Required actions (text input field)
 - Buttons:** Return, Submit Assessment



EVALUATION – FAILED SILVER SITE VISIT OUTCOME

If the framework outcome is Failed Silver (1) the assessor should select between three options (2):

- Comply with basic minimum standards
- Immediate risk of serious harm to children
- Repeated failure to comply with previous compliance notices

Required actions need to be added (3).

For any of the failed silver outcomes a Refusal Notice will be the ultimate outcome rather than a certificate.

The diagram illustrates the workflow for a 'Failed Silver' site visit outcome. It consists of three main steps:

- Step 1:** The 'Site visit outcome' is set to 'Failed Silver'. Under 'Recommendations', the dropdown menu is currently set to 'No value selected'.
- Step 2:** The user is prompted to 'Choose an option' from the following list:
 - A. Comply with basic minimum standards (Bronze)
 - C. Present an immediate risk of serious harm to the occupiers
 - D. Demonstrate repeated failure to comply with previous compliance notices
- Step 3:** After selecting an option, the 'Recommendations' dropdown is updated to 'A. Comply with basic minimum standards (Bronze)'. Below this, the 'REQUIRED ACTIONS *' section contains a text input field with the placeholder 'Enter Required actions'.



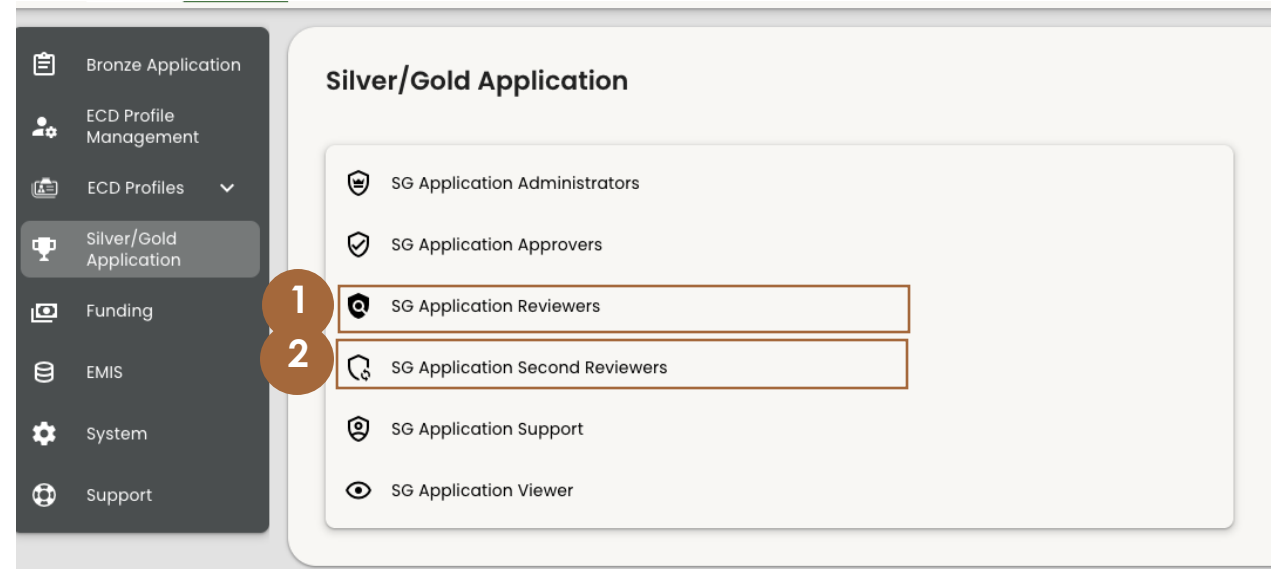
REGISTRATION APPLICATION REVIEWERS: FIRST AND SECOND REVIEWERS



LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities. To begin SG Registration, click **OPEN** next to the **SG APPLICATION REVIEWERS** (1) role or the **SG APPLICATION SECOND REVIEWERS** (2) role.



REVIEW EXISTING APPLICATION

All completed SG submissions that are ready for review will be displayed once the user has logged in and clicked on **SG APPLICATION REVIEWER ROLE**.

An ECD can easily be found by typing all or part of the name, or ECD Identifier Number into the search field (1).

Note: The user can view all ECD applications in their geographic area.

Once the desired ECD is located on the list, click on **REVIEW** (2) to begin the application, documents and EHP Report (if applicable) review process.

The application will be available for review when all documents are submitted and approved and site visit complete (3).

However, if the site visit result is Failed Silver it will be available for review even without documents as they can already receive a refusal notice.

SG Application Reviewers													VIEW DETAILS
Applications													
	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Status	Education District	Suburb ↑	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Reviewed by
REVIEW	Charity 003	Non-centre based	E65678990	2025-04-16 19:57:13	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	N/A	N/A	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 012	Centre-based	E62927170	2025-05-06 14:29:32	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 013	Centre-based	E23925938	2025-05-07 11:17:50	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 015	Centre-based	E86980157	2025-05-12 10:27:48	SG Review Pending	Johannesburg South	City of Johannesburg	Incomplete	Incomplete	Not Reviewed	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 007	Non-centre based	E39439185	2025-04-22 15:29:03	SG Review Pending	Johannesburg South	City of Johannesburg	Incomplete	N/A	N/A	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	SP - Failed Silver - Failed M/S - CB	Centre-based	E88233328	2025-05-01 16:44:17	SG Review In Progress	Johannesburg South	Johannesburg	Approved	Complete	Approved	No RRA Data	Completed	Lennie De Villiers

MORE DETAILS

Click **VIEW DETAILS** (1) for more information on the application, such as:

- Name and surname
- Municipality
- Ward
- ID Number
- Applicant contact number
- Registration status

SG Application Reviewers

1

[VIEW DETAILS](#)

Applications

Search

	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Status	Education District	Suburb ↑	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Reviewed by
REVIEW	Charity 003	Non-centre based	E65678990	2025-04-16 19:57:13	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	N/A	N/A	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 012	Centre-based	E62927170	2025-05-06 14:29:32	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Available for Review

Reports : SG Application Reviewers

[← BACK](#)

Applications - View or Edit An Existing Application

Search

ECD Name	Name And Surname	Education District	Municipality	Ward	Latest Updated	ID Number	Applicant Contact Number	National ECD Identifier Number ↓	Date Created	Status	Registration Status
KGOTSO DAY CARE & PRE-SCHOOL		Ekurhuleni South	Ekurhuleni	108	2021-12-01 02:00:00	None	27700000000	E10004993	2021-12-01 02:00:00	SG Approved	Fully registered
VERITAS COLLEGE PRE PREPATORY		Gauteng East	Ekurhuleni	74	2021-12-01 02:00:00	None	27700000000	E10004726	2021-12-01 02:00:00	SG Approved	Fully registered
ENTABENI NURSERY AND PRE SCHOOL		Eden and Central Karoo	Knysna Local Municipality		2021-12-01 02:00:00			E10002755	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
TESTING 123	Omphile Dube	King Williams Town	Amahlathi	4	2025-04-16 06:00:14	120384000	27826202761	E10001967	2025-02-25 10:33:17	SG Application Submitted	Conditionally registered
ITSHOSHENG BAKONE		Lebowakgomo	Lepele-Nkumpi	24	2021-12-01 02:00:00	None	27700000000	E10001796	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
DIMPHO DAY CARE CENTRE		Tshwane North	City of Tshwane	49	2021-12-01 02:00:00	None	27700000000	E10001515	2021-12-01 02:00:00	SG Approved	Conditionally registered
BAOBAB MONTESSORI PTY (LTD)	Lennie De Villiers	Johannesburg East	City of Johannesburg	103	2025-06-04 09:18:35	None	27700000000	E10001485	2021-12-01 02:00:00	SG Approved	Fully registered
PROMINENT KIDS DAY CARE	Sharief Patel	Tshwane South	City of Tshwane	18	2025-04-29 16:06:45			E10000568	2021-12-01 02:00:00	SG Approved	Fully registered
TUMELO CRECHE		Thabo Mofutsanyana	Maluti a Phofung	22	2025-05-20 09:41:50	None	27700000000	E10000320	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
KWAMDLEZANA		Eden and Central Karoo	Bitou Local Municipality	5	2021-12-01 02:00:00	None	27700000000	E10000145	2021-12-01 02:00:00	SG Incomplete	Conditionally registered



< 1 ... 1,014 1,015 >

10

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REVIEW DECLARATIONS

After clicking on the ECD profile, the reviewer can view all documents submitted by the ECD Programme as part of the S/G Registration Submission, including:

- The full application
- Uploaded documents
- Site assessment results
- The EHP report (if applicable)
- Generate Social Worker recommendations

Admin notes can be read here (1).

The user will first view responses to the ECD's declarations, these should all be "Confirmed". Click **NEXT** (2) to review document readiness.

1

Declarations : Louisa Test 4 : Non-centre based [VIEW CORRECTIONS](#) [VIEW ADMIN NOTES](#) [CANCEL](#)

Review Admin note
Your document are not clear

MARK READ

Please confirm whether you agree with these statements about how you operate your ECD programme/s

I believe all children deserve to reach their full potential.

Confirmed

Practitioners at my ECD programme create opportunities for children to explore their world, learn about themselves and develop a sense of identity and self-worth.

Confirmed

Practitioners at my ECD programme support children to develop self-control such as by being patient, to keep trying and to practise an appropriate level of independence (such as through making choices), and to interact positively with other adults and children.

Confirmed

Practitioners at my ECD programme encourage and model respect for different genders, languages, religions and cultures, and create opportunities to learn about diversity

Confirmed

Adults at my ECD programme never discriminate against any children or parents.

Confirmed

Practitioners at my ECD programme support children's emotional needs and create a safe environment for them to express their feelings and needs.

Confirmed

My ECD programme uses community resources to develop the whole child – such as accessing the local library or toy library, and having a relationship with the clinic and social worker to support health, nutrition, and birth registration – where these are available.

Confirmed

2 **NEXT** **ADD CORRECTIONS** **ADD ADMIN NOTES**

REVIEW DOCUMENT READINESS

The next page confirms which documents the ECD needs depending on whether it is set up as a formal organisation and whether it is centre-based or non-centre based.

The user will review the document readiness – seeing the ECD's responses to having the required documents and they are ready for review.

The SG Registration Administrator would have reviewed these documents.

Confirm Document Readiness : Louisa Test 4 : Non-centre based

[VIEW CORRECTIONS](#)[VIEW ADMIN NOTES](#)[CANCEL](#)

Please confirm whether you have the following documents completed and copies available on site. You can use either the templates we provided or your own documents, as long as they follow the format of the templates

After confirming you have the documents ready - you can either upload them in the next step (which will make processing quicker) or wait for them to be collected on site visit

Please answer the following questions :

Are you formally set up as a type of organisation?

This means that you are set up as a voluntary association, a non-profit company, a trust, or a for-profit company - with a management committee or board of directors or trustees, and a constitution or other founding document.)

I have the following documents ready to upload and with copies available on site :

Business Plan : (including programme overview; fees and finances; management structure; daily programme; discipline policy)

I have a Business Plan copy available on site :

Emergency Plan

I have an Emergency Plan available on site :

[← BACK](#)[NEXT](#)[ADD CORRECTIONS](#)[ADD ADMIN NOTES](#)

FIRST REVIEW OF APPLICATION - DOCUMENTS

The reviewer can view the status of all submitted documents, to support the document review process.

The user can see the status of the documents (1), which indicates that the administrator has approved these.

If the reviewer would like to still review the documents, they can click on **VIEW** (2) next to each document to open it. Each document can then be reviewed and either approved or declined, and can be sent back to be corrected.

Click on **ADD CORRECTIONS** or **ADD ADMIN NOTES** (3) for clarity or follow-up. If you are satisfied with the documents, click on **NEXT** (4).

Upload Required Documents

	Please upload the following required documents ↑	1	Document Status	Document Verification
VIEW	S1 Business Plan - S1.1 Programme overview		Uploaded	Approved
VIEW	S1 Business Plan - S1.2 Fees and Finances		Uploaded	Approved
VIEW	S1 Business Plan - S1.3 Management Structure		Uploaded	Approved
VIEW	S1 Business Plan - S1.4 Daily Programme		Uploaded	Approved
VIEW	S1 Business Plan - S1.5 Discipline Policy		Uploaded	Approved
VIEW	S2 Approved building plans / hand-drawn lay-out		Uploaded	Approved
VIEW	S3 Constitution/Founding Document		Uploaded	Approved
VIEW	S4 Emergency Plan		Uploaded	Approved
VIEW	S5 Implementation Plan		Uploaded	Approved

4 3

← BACK **NEXT** ADD CORRECTIONS ADD ADMIN NOTES



REVIEWING REQUIRED DOCUMENTS

Each document can be viewed and either approved or declined (1). The reviewer will review to ensure the document is clear, and all information is correct.

The user can click on action buttons (1) as they review each document.

Click **VIEW** (1) and the document will appear at the bottom of the screen (2) – click **OPEN**.

Click **CANCEL** (3) and then click **NEXT** to progress to the EHP Report for centre-based applications.

Upload Required Documents

	Please upload the following required documents ↑	Document Status	Document Verification
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan – S1.1 Programme overview	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan – S1.2 Fees and Finances	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan – S1.3 Management Structure	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan – S1.4 Daily Programme	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan – S1.5 Discipline Policy	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S2 Approved building plans / hand-drawn lay-out	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S3 Constitution/Founding Document	Uploaded	Await_Review
VIEW UPLOAD DELETE APPROVE DECLINE	S4 Emergency Plan	Uploaded	Await_Review

Document Type
S1 Business Plan – S1.1 Programme overview

	File name ↑	Size
OPEN	Business Plan – S1.1 Programme overview.docx	0

CANCEL

ADDING CORRECTION NOTES OR ADMIN NOTES

If the reviewer **DECLINES** (1) an uploaded document, they must add **CORRECTION NOTES** (2) to explain what the applicant needs to fix or submit.

Once the reviewer has completed their review, they can click **SEND CORRECTIONS**.

Admin notes can also be used to capture notes that are only shared internally with the administrator and approver.

own documents, as long as they follow the format of the templates.

Document has been declined x

Upload Required Documents

	Please upload the following required documents	Document Status	Document Verification
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan - S1.1 Programme overview	Required	Declined
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan - S1.2 Fees and Finances	Required	Approved
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan - S1.3 Management Structure	Required	Approved
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan - S1.4 Daily Programme	Required	Approved
VIEW UPLOAD DELETE APPROVE DECLINE	S1 Business Plan - S1.5 Discipline Policy	Required	Approved
VIEW UPLOAD DELETE APPROVE DECLINE	S2 Approved building plans / hand-drawn lay-out	Required	Approved
VIEW UPLOAD DELETE APPROVE DECLINE	S4 Emergency Plan	Required	Approved

< 1 > Page 1 of 1

No entries found

CANCEL

← BACK **NEXT**

2

Corrections note

SAVE **CANCEL** **ADD ADMIN NOTES**



REVIEWING REQUIRED DOCUMENTS – CENTRE-BASED

To view the EHP document, first click **OPEN** (1). The user will review to ensure the document is clear, and all information is correct.

Select or adjust the type of EHP document (2). The type of document impacts whether the ECD can achieve Gold or Silver certification. Then capture the **recommended EHP capacity** as seen in the report (3).

The user can then **APPROVE** or **DECLINE** (4) the EHP document status. The user should return the submission for corrections if any issues are found.

If any document is declined, the system enforces a return for corrections — this step is required before the application can proceed to approval.

Environmental Health Report/Certificate/Notice from Municipality : R2 UAT_GP15 : [VIEW CORRECTIONS](#)
Centre-based [CANCEL](#)

Have you received a Health Certificate, Health Report or Environmental Health Certificate?

Yes

Document Verification

Approved

1 **OPEN**

2 Select document type uploaded

Not Specified

3 Recommended capacity from the EHP Certificate/Report

EHP Capacity
25

EHP document status

EHP Approved

4 **APPROVE** **DECLINE**

[← BACK](#) [NEXT](#)

EHP Document Types

EHP Certificate – health and safety certificate issued by EHP – allows reaching Gold level.

EHP Report – where EHP has not issued a certificate but written a report. ECDs can only achieve silver with this, even if registration assessment suggests Gold.

EHP Compliance Notice – where EHP has issued a notice for issues of high risk or closure. ECD can only receive a refusal notice even if registration assessment suggests Silver/Gold

REVIEWING REQUIRED DOCUMENTS – CENTRE-BASED

If the type of EHP document uploaded is an EHP Compliance Notice or EHP Report (not a EHP Certificate) an automatic standard is added and will be visible on eCares during the review (2) as well as on the certificate (3).

Outcome of Environmental Health Assessment

The facility has been assessed by an Environmental Health practitioner who issued a :

1

EHP Report

Conditions

No. ↑	Section	Standard	Domain	Sub Domain	Answer	Comments
No entries found						

No. ↑	Section	Standard	Domain	Sub Domain	Answer	Comments
1	Free Play	1(a)Programmes must provide opportunities for children to explore their world. Daily Programme must include free play.	Programme Training	Document Pack - Programme Programme Training	Yes, with conditions	sometimes
2	Various Activities	1(e)Programmes must be organised in a way that each day offers variety and creative activities. Daily programme must include varied activities, such as; play, arts, singing and story-sharing.	Programme Training	Document Pack - Programme Programme Training	Yes, with conditions	sometimes
3	Rest Time	2(b)Programmes must promote children's rights to rest, leisure and play through the provision of a stimulating environment. For full day programmes, daily programme must include rest.	Programme Training	Document Pack - Programme Programme Training	Yes, with conditions	sometimes
Page 1 of 1						

2

No. ↑	Section	Standard	Domain	Sub Domain	Answer	Comments
		An application contemplated in sub-regulation (1) must be accompanied by the following additional documents: a health certificate issued by the local municipality in whose area the facility is to operate confirming compliance with the structural health requirements of that municipality.			No	Please address all issues listed in the EHP Report or Compliance Notice issued by your local municipality and obtain a Health Certificate.
Page 1 of 1						

3

STANDARD: An application contemplated in sub-regulation (1) must be accompanied by the following additional documents: a health certificate issued by the local municipality in whose area the facility is to operate confirming compliance with the structural health requirements of that municipality.

COMMENT: Please address all issues listed in the EHP Report or Compliance Notice issued by your local municipality and obtain a Health Certificate.

ADDITIONAL QUESTIONS & SUBMIT FOR REVIEW

View the ADDITIONAL QUESTIONS to obtain more context of the ECD Programme.

If Corrections have been added then they need to be sent at this step by clicking **SEND CORRECTIONS** (1)

The SG Application Reviewer should click **NEXT** (2) to view the site visit outcome.

Additional Questions VIEW CORRECTIONS VIEW ADMIN NOTES CANCEL

Please help us better understand your ECD programme by answering the following questions

What year did you open your ECD programme?

2012

Do you offer a Grade R class?

No

Is your ECD programme a non-profit organisation? This means your ECD programme is officially set up as a voluntary organisation, a nonprofit trust or a non-profit company.

No

Is your ECD programme part of a government school?

No

Are you registered as a (Pty) Ltd; Ltd or Business Trust?

No

← BACK ADD CORRECTIONS ADD ADMIN NOTES **1** SEND CORRECTIONS **2** NEXT

SUMMARY – COMPLETENESS OF APPLICATION

The top section of the screen shows a summary of the completeness of application. In this application all the documents have been approved (1).

When the application reviewer clicks on **VIEW SITE VISIT OUTCOME** (2) they will be able to view the site assessment details and results with the assessor's comments and recommendation.

Scroll down to see a summary of the EHP Report, general comments and compliance with norms and standards.

E10116492 : R2 UAT_FS4 (Centre-based)

2

[VIEW SITE VISIT OUTCOME](#)

[← BACK](#)

Completeness of Application

The applicant has submitted the following required documentation: ↑		Document Status 1	Document Verification
S1 Business Plan – S1.1 Programme overview		Uploaded	Approved
S1 Business Plan – S1.2 Fees and Finances		Uploaded	Approved
S1 Business Plan – S1.3 Management Structure		Uploaded	Approved
S1 Business Plan – S1.4 Daily Programme		Uploaded	Approved
S1 Business Plan – S1.5 Discipline Policy		Uploaded	Approved
S2 Approved building plans / hand-drawn lay-out		Uploaded	Approved
S3 Constitution/Founding Document		Uploaded	Approved
S4 Emergency Plan		Uploaded	Approved



1



Page 1 of 1

SUMMARY – COMPLETENESS OF APPLICATION

Scroll down to review the outcome of the Environmental Health Assessment with the recommended capacity (1) and required actions (2) notes by the SW doing the site visit. These General Comments by the SW can be updated.

The bottom section shows the assessment date and outcome (3) from the norms and standards assessed by the Social Worker during the site visit. It also shows the suggested capacity from the Social Worker at the site visit.

The reviewer can either:

- Click on **OVERRIDE** (4) to override the SW assessment outcome or final recommended capacity, or
- Click on **PROCEED** (5) to continue the review.

The screenshot displays a mobile application interface for reviewing an Environmental Health Assessment. The form is divided into three main sections, each with a numbered callout:

- 1 Outcome of Environmental Health Assessment:** This section contains a text field for 'EHP Certificate' and a numeric input field for 'With a recommended capacity of:' which has the value '40' entered.
- 2 General Comments:** This section features a large text area labeled 'General Comments captured by Social Worker'.
- 3 Compliance with Norms and Standards:** This section includes a text field for 'Mobile User Name' (filled with 'Mafa Ntsodo'), a date field for 'Assessment Date' (filled with '2026-06-18'), and a text field for 'with an assessment outcome of:' (filled with 'Gold'). Below this is another numeric input field for 'With a Social Worker suggested capacity of:' which also has the value '40' entered.

At the bottom of the form, there are three buttons: a 'BACK' button on the left, and 'OVERRIDE' (4) and 'PROCEED' (5) buttons on the right. The 'OVERRIDE' button is highlighted with a red border and a red callout number 4, while the 'PROCEED' button has a red callout number 5.

ASSESSMENT OVERRIDE

The reviewer can **OVERRIDE** (1) the Social Worker outcome or the final capacity recommendation and add reasons for doing so. This would be done in very few cases and with limited options (Gold and Silver can not be overridden to Failed Silver / Failed Silver cannot be overridden to Silver/Gold). This would not override the final outcome which is dependent on the type of EHP document received.

(2) The reviewer can edit the general comments provided by the SW

(3) The reviewer can also change the final recommended capacity. This will be saved as the "Final Recommended Capacity"

This should only be used in cases where you believe the EHP capacity was not correctly assessed or for non centre based programmes where the SW recommendation was not correct.

(4) The reviewer can edit the expiry period

Click **PROCEED** (5).

OVERRIDE FOR SILVER : Test 3555 (Centre-based)

Education District
ZF Mgcawu

Local Municipality
!Kheis

Final Recommended Outcome

Silver

General Comments

General Comments captured by Social Worker

Override Reasons

Incorrect Recommended Capacity

Final Recommended Capacity

40

Compliance/Closure Expiry Period:

Expiry Period

3 Years

5

X CANCEL → PROCEED

SITE VISIT OUTCOME

Final Approval : Louisa Test 1 (Centre-based)

VIEW SOCIAL WORKER

1

VIEW SITE VISIT OUTCOME

VIEW ADMIN NOTES

Assessment Outcome

Failed Silver and Minimum Standard

Recommendations

Please complete any recommendations that should be applied to this ECD Programme

Click **VIEW SITE VISIT OUTCOME** (1).

The site visit outcome report contains an overview of results and comments to the registration framework survey. Required actions and notes can be seen as recorded at the time of inspection.

2

ECD Programme Outcome

An assessment was completed on

Assessment Date
2025-05-28

Assessment Outcome

Failed Silver and Minimum Standard

At the time of inspection, the premises were found to be :

B. Not comply with basic minimum standards but present no risk of serious harm

Assessment Outcome

Survey Questions

No. ↑	Section	Question	Answer	Condition
8	Policy Cleaning	Written policies cover cleaning routines and standards.	No	comment
9	Policy Confidentiality	Written policies cover confidentiality of health-related information.	No	comment
10	Records Medical	There are records of children's medical conditions, allergies, immunisation programme and Vitamin A schedule.	No	comment
11	Records Incidents	There are records of health incidents and accidents that occur at the ECD programme.	No	comment
13	Emergency Plan	There is an emergency plan displayed, with evacuation procedures and a list of emergency numbers.	No	comment
14	Records Attendance And Admission	Check for these documents on file:\nAttendance register\nChild admission form	Yes, with conditions	conditions
18	Menu Good Nutrition	Meals and snacks provided by the programme reflect good nutritional standards.	No	no
19	Staff Qualification S	The Supervisor or lead practitioner has either basic training in ECD or one year of experience of working with children.	No	no
28	Ventilation	There are doors and windows that can be opened and closed to provide ventilation (fresh air). Staff and children can see to read and play inside.	No	none
66	No Smoking	No smoking is allowed at the site.	Yes, with conditions	b

↓

< 1 >

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Required Actions

All fixed

SW REVIEW CONTINUED

Continue to review the assessment outcome to see the final recommendation and further detail on restrictions that have been applied to the ECD Programme, if any.

Final Recommended Outcome (1) takes into account the site visit outcome and the type of EHP document that has been provided.

Gold can only be achieved if the Site Visit = Gold and the EHP Document = EHP Certificate. If the EHP document is a Compliance Notice the final outcome will be failed Silver.

This is an example of an approved ECD with a Silver outcome.

VIEW SOCIAL WORKER REPORT

1

Final Recommended Outcome

Silver

2

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

2

Total number of children permitted on the premises

Calculate capacity based on 1.5 square metres of unobstructed space per child, not including passageways, bathrooms or storage areas for Centre-based programmes and refer to DBE guidelines for Non centre-based.

Final Recommended Capacity

40

3

B. Hours of operation

Opening Time

09:00

C. Age groups permitted

☒ 0 - 18 months

☒ 18 - 36 months

☒ 3 - 4 years

☒ 4 - 5 years

☐ 5 - 6 years

Conditions

No. ↑	Section	Standard	Domain
-------	---------	----------	--------

Expiry Period

Compliance/Closure Expiry Period:

3 Years

The **maximum number of children** (2) uses the capacity provided by the EHP wherever available.

The Reviewer can edit the **Restrictions** (3) specified by the SW

SW REVIEW CONTINUED

7

VIEW SOCIAL WORKER REPORT

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Calculate capacity based on 1.5 square metres of unobstructed space per child, not including passageways, bathrooms or storage areas for Centre-based programmes and refer to DBE guidelines for Non centre-based.

Final Recommended Capacity

40

B. Hours of operation

Opening Time

09:00

Closing Time

16:00

C. Age groups permitted

☒ 0 - 18 months

☒ 18 - 36 months

☒ 3 - 4 years

☒ 4 - 5 years

☐ 5 - 6 years

Conditions

No. ↑

Section

Standard

5

Expiry Period

Compliance/Closure Expiry Period:

3 Years

X CANCEL

ADD ADMIN NOTES

RETURN TO SITE VISIT

SUMMIT

6

4

+ ADD CONDITION

Standard

Comments

SAVE

CANCEL

The reviewer can **add additional conditions** by providing the Standard and the Comment. This will be added to the certificate.

The **expiry period** (5) is based on the final recommended outcome, where Silver has a certificate valid for 3 years and Gold for 5 years. A period must be selected before the SW report can be generated.

If they determine that the field worker did not assess standards correctly, the reviewer can send it back to the field worker (**Return to Site visit**) for corrections via the Journey app (6). The reviewer will have to provide an admin note describing why the application has been returned.

**Comments can be edited by the reviewer so these would be cases where the answers are not correct*

Click on **VIEW SOCIAL WORKER REPORT** (7).

VIEW SOCIAL WORKERS REPORT

1

E10550356 : Cate SG Test – Silver – CB (Centre-based)

VIEW SOCIAL WORKER REPORT

Final Recommended Outcome

Silver

Restrictions

Click **VIEW SOCIAL WORKERS REPORT** (1) to generate the report (*The First Reviewer generates and signs the report, the Second reviewer can view the report*).

The report (2) contains the necessary areas; i.e.

- Completeness of application, EHP Outcome and Compliance from SW Site Visit
- Final recommended outcome
- Final Recommended capacity from the EHP report (or SW where not available)
- Expiry period recommended

2

Social Workers Report

Name of ECD Programme:

Cate SG Test – Silver – CB

Province:

Gauteng

Education District:

Johannesburg South

District Municipality:

City of Johannesburg

Local Municipality:

City of Johannesburg

Ward:

3

Completeness of Application:

The applicant has submitted the following required documentation:

☒ Business Plan

☐ Constitution (if applicable)

☒ Emergency Plan

☒ EHP Report

Outcome of Environmental Health Assessment:

The facility has been assessed by an Environmental Health practitioner who issued a

EHP Certificate

With a recommended capacity of:

50

Compliance with Norms and Standards

An assessment was completed on

2025-06-04

with an assessment outcome of:

Silver

Social Worker recommended number of children:

150

Recommended Application Outcome

Silver

Recommended Capacity:

50

The Recommended Expiry/Compliance Period is:

Expiry/Compliance Period:

3 Years

Compiled By:

Cate Carrol

Designation:

Reviewer

Date Compiled:

2025-06-06

SW REVIEW Edit comments on failed standards

Where the ELP failed specific standards, the reviewer can **edit the comments** on failed standards.

Press on the **edit icon (1)** to open the comments of a specific failed standard. Edit or change the comment (2) and press save (3).

VIEW SOCIAL WORKER REPORT

Refusal Notice

Final Recommended Outcome

Failed Silver and Minimum Standard

At the time of inspection, the premises

A. Comply with basic minimum standards

Areas of Non Compliance

Standards applicable.

No. ↑	Section	Standard	Domain	Sub Domain	Answer	Comments
18	Menu Meals Provided	3(b)(vii)(bb) at least one meal per day must be provided; 3(b)(vii)(cc)Meals and snacks provided by the programme must reflect good nutritional standards.	Operational Costs Training	Nutrition support Nutrition Training	No	They get no food whatsoever
22	Child Safety	1(a)Children appear to be comfortable and content, they participate in routines and activities, and there is no harsh discipline (such as smacking).	H&S Materials	Child Safety Training	No	They are uncomfortable and scared
23	Adult Supervision	1(d)There must be adult supervision at all times.	Training	Programme Training	No	There's no one there
	Safe	1(c)There is no broken or dangerously unstable				

Section

Adult Supervision

Standard

1(d)There must be adult supervision at all times.

Comments

There were no adults present

2

SAVE

CANCEL

3

76

SW REVIEW Edit comments on failed standards continued

The changes made to comments are saved and are visible on the Refusal Notice Certificate (1).



COMBINED FORM 13 AND 18

REFUSAL TO GRANT AN APPLICATION FOR THE REGISTRATION OF A PARTIAL CARE FACILITY PROVIDING AN EARLY CHILDHOOD DEVELOPMENT PROGRAMME OR ANY OTHER TYPE OF EARLY CHILDHOOD DEVELOPMENT PROGRAMME

(Regulation 15 and Section 82 of the Children's Act 38 of 2005 or Regulation 25 and Section 97 of the Children's Act 38 of 2005)

This Refusal Notice replaces any certificate of registration or conditional registration that the facility / ECD programme currently holds.

Name of Applicant: Lennie De Villiers

Name of facility / ECD programme: TestSVFailed

Physical address of facility / ECD programme: 34 TestSVFailed, !Kheis, !Kheis

Education District: ZF Mgcawu

Metro/District municipality: ZF Mgcawu

Local municipality: !Kheis

Ward: 1

Compliance / EXPIRY PERIOD: 2027-05-22

A site inspection conducted on 2026-05-21 revealed that the facility / ECD programme does not comply with the Norms and Standards of the Children's Act, as set out in the Registration Framework issued by the Department of Basic Education.

The application has been refused for the following reasons / areas of non-compliance:

1

STANDARD: 3(b)(vii)(bb) at least one meal per day must be provided;
3(b)(vii)(cc)Meals and snacks provided by the programme must reflect good nutritional standards.

COMMENT: They get no food whatsoever

2

STANDARD: 1(a)Children appear to be comfortable and content, they participate in routines and activities, and there is no harsh discipline (such as smacking).

COMMENT: They are uncomfortable and scared

3

STANDARD: 1(d)There must be adult supervision at all times.

COMMENT: There were no adults present

SUBMIT FOR APPROVAL

Once the reviewer has reviewed the social worker report, site visit outcome, admin notes and submitted documents, they can submit the application for final decision to the approver by clicking **SUBMIT**(1).

E56946447 : Test 3555 (Centre-based)

Education District

Zf Mgcawu

Local Municipality

IKheis

Total Number of Staff

1

Total Enrolment Summary

34

VIEW SOCIAL WORKER REPORT

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Calculate capacity based on 1.5 square metres of unobstructed space per child, not including passageways, bathrooms or storage areas for Centre-based programmes and refer to DBE guidelines for Non centre-based.

Final Recommended Capacity

40

B. Hours of operation

Opening Time

09:00

Closing Time

16:00

C. Age groups permitted

☒ 0 - 18 months

☒ 18 - 36 months

☒ 3 - 4 years

☒ 4 - 5 years

☐ 5 - 6 years

Conditions

No. ↑	Section	Standard	Domain	Sub Domain	Answer	Comments
No entries found						

+ ADD CONDITION

Expiry Period

Compliance/Closure Expiry Period:

3 Years

CANCEL

ADD ADMIN NOTES

RETURN TO SITE VISIT

1

SUBMIT

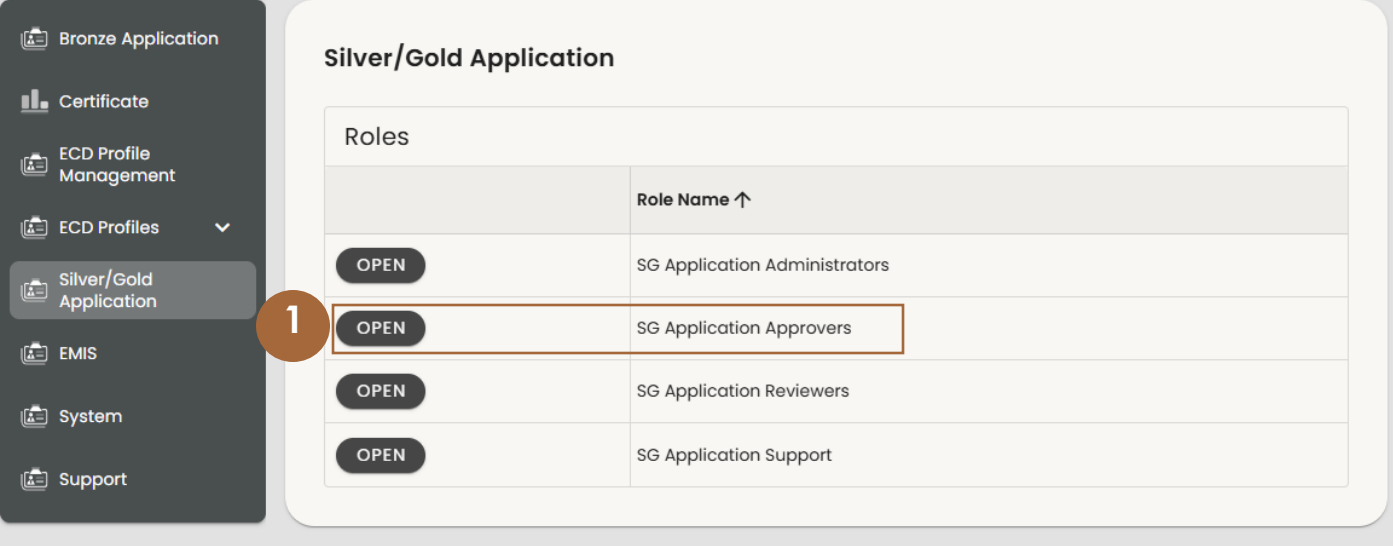
REGISTRATION APPLICATION APPROVERS



LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities. To begin SG Registration, click **OPEN** next to the **SG Application Approvers** (1) role.



Silver/Gold Application

Roles	
	Role Name ↑
OPEN	SG Application Administrators
OPEN	SG Application Approvers
OPEN	SG Application Reviewers
OPEN	SG Application Support



VIEW OR EDIT EXISTING APPLICATION

All completed and reviewed SG submissions that are ready for approval will be displayed once the user has logged in and clicked on **SG APPLICATION APPROVERS ROLE**.

An ECD can easily be found by typing all or part of the name, or ECD Identifier Number into the search field (1).

Note: The user can view all ECD applications in their geographic area.

Once the desired ECD is located on the list, click on **REVIEW** (2) to begin reviewing the application, documents and EHP Report (if applicable) in the approval process.

SG Application Approvers

[VIEW DETAILS](#)

Applications

1

+

2

	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status ↑	Readiness Assessment	Site Visit	Approved by
REVIEW	R2 UAT_LP9	Centre-based	E27397836	2025-05-01 18:23:15	SG Approval In Progress	Johannesburg South	Orange Farm Ext 6	Approved	Complete	Approved	H&S Support	Completed	Cate Carrol
REVIEW	R2 UAT_GP16	Centre-based	E10479102	2025-04-21 11:16:11	Declined	Johannesburg South	Thembalihle	Approved	Complete	Approved	H&S Support	Completed	Available for Approval
REVIEW	SP - Silver W/C - CB	Centre-based	E80710147	2025-05-01 14:59:25	SG Approval In Progress	Johannesburg South	Johannesburg	Incomplete	Complete	Approved	No RRA Data	Completed	Sharief Patel
REVIEW	R2 UAT_GP1	Centre-based	E20122263	2025-04-17 13:21:35	SG Approval In Progress	Johannesburg South	Ennerdale Ext 2	Approved	Complete	Approved	No RRA Data	Completed	Taryn Le Roux

MORE DETAILS

Click **VIEW DETAILS** (1) for more information on the application, such as:

- Name and surname
- Municipality
- Ward
- ID Number
- Applicant contact number
- Registration status

SG Application Approvers

1

VIEW DETAILS

Applications

Search

	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Status	Education District	Suburb ↑	Document Status	EHP Submitted	EHP Status	Readiness Assessment	Site Visit	Reviewed by
REVIEW	Charity 003	Non-centre based	E65678990	2025-04-16 19:57:13	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	N/A	N/A	No RRA Data	Awaiting Site Visit	Available for Review
REVIEW	Charity 012	Centre-based	E62927170	2025-05-06 14:29:32	SG Review Pending	Johannesburg South	City of Johannesburg	Approved	Complete	Approved	No RRA Data	Awaiting Site Visit	Available for Review

Reports : SG Application Approvers

← BACK

Applications - View or Edit An Existing Application

Search

ECD Name	Name And Surname	Education District	Municipality	Ward	Latest Updated	ID Number	Applicant Contact Number	National ECD Identifier Number ↓	Date Created	Status	Registration Status
KGOTSO DAY CARE & PRE-SCHOOL		Ekurhuleni South	Ekurhuleni	108	2021-12-01 02:00:00	None	27700000000	E10004993	2021-12-01 02:00:00	SG Approved	Fully registered
VERITAS COLLEGE PRE PREPATORY		Gauteng East	Ekurhuleni	74	2021-12-01 02:00:00	None	27700000000	E10004726	2021-12-01 02:00:00	SG Approved	Fully registered
ENTABENI NURSERY AND PRE SCHOOL		Eden and Central Karoo	Knysna Local Municipality		2021-12-01 02:00:00			E10002755	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
TESTING 123	Omphile Dube	King Williams Town	Amahlathi	4	2025-04-16 06:00:14	120384000	27826202761	E10001967	2025-02-25 10:33:17	SG Application Submitted	Conditionally registered
ITSHOSHENG BAKONE		Lebowakgomo	Lepele-Nkumpi	24	2021-12-01 02:00:00	None	27700000000	E10001796	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
DIMPHO DAY CARE CENTRE		Tshwane North	City of Tshwane	49	2021-12-01 02:00:00	None	27700000000	E10001515	2021-12-01 02:00:00	SG Approved	Conditionally registered
BAOBAB MONTESSORI PTY (LTD)	Lennie De Villiers	Johannesburg East	City of Johannesburg	103	2025-06-04 09:18:35	None	27700000000	E10001485	2021-12-01 02:00:00	SG Approved	Fully registered
PROMINENT KIDS DAY CARE	Sharief Patel	Tshwane South	City of Tshwane	18	2025-04-29 16:06:45			E10000568	2021-12-01 02:00:00	SG Approved	Fully registered
TUMELO CRECHE		Thabo Mofutsanyana	Maluti a Phofung	22	2025-05-20 09:41:50	None	27700000000	E10000320	2021-12-01 02:00:00	SG Incomplete	Conditionally registered
KWAMDLEZANA		Eden and Central Karoo	Bitou Local Municipality	5	2021-12-01 02:00:00	None	27700000000	E10000145	2021-12-01 02:00:00	SG Incomplete	Conditionally registered



< 1 ... 1,014 1,015 >

10

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APPROVER REVIEW

On this screen, the approver can review the applicant submission, **SOCIAL WORKER REPORT**, and **SITE VISIT OUTCOME** with **ADMIN NOTES** (1).

The approver will view the outcome (2) recommended by the reviewer who reviewed the application and submitted documents and then generated the social worker report.

(3) The recommended restrictions are outlined, as recommended by the site assessor and agreed to by the reviewer.

Final Approval : Zone Test X5 (Centre-based)

1

[VIEW SOCIAL WORKER REPORT](#)

[VIEW SITE VISIT OUTCOME](#)

[VIEW ADMIN NOTES](#)

2

Final Recommended Outcome

Silver

3

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Maximum number of children

15

B. Hours of operation

Opening Time

09:00

Closing Time

16:00

C. Age groups permitted

0 - 18 months

YES

18 - 36 months

YES

3 - 4 years

YES

4 - 5 years

YES

5 - 6 years

NO

General Comments

APPROVER REVIEW

(1) The first restriction: the maximum number of children permitted on the premises as per the EHP report and site assessment. This number will be reflected on the certificate.

(2) These are the recommended restrictions for the operating hours.

Note: If the operating hours are incorrectly recorded as restrictions, the ECD may be found non-compliant (e.g., starting earlier than the stated hours could be seen as a violation of their certificate).

Final Approval : Zone Test X5 (Centre-based)

[VIEW SOCIAL WORKER REPORT](#)[VIEW SITE VISIT OUTCOME](#)[VIEW ADMIN NOTES](#)

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

1

A. Total number of children permitted on the premises

Maximum number of children

15

2

B. Hours of operation

Opening Time

09:00

Closing Time

16:00

C. Age groups permitted

0 - 18 months

YES

18 - 36 months

YES

3 - 4 years

YES

4 - 5 years

YES

5 - 6 years

NO

General Comments

APPROVER REVIEW

(1) This section shows which age groups the ECD programme is allowed to serve. If an age group (e.g., 5–6 years) is marked NO, the programme may not include children in that group. This restriction must be enforced and is included in the certificate.

(2) These are the general comments that come through from the site assessment.

Final Approval : Zone Test X5 (Centre-based)

[VIEW SOCIAL WORKER REPORT](#)[VIEW SITE VISIT OUTCOME](#)[VIEW ADMIN NOTES](#)

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Maximum number of children

15

B. Hours of operation

Opening Time

09:00

Closing Time

16:00

1

C. Age groups permitted

0 - 18 months

YES

18 - 36 months

YES

3 - 4 years

YES

4 - 5 years

YES

5 - 6 years

NO

2

General Comments

APPROVER REVIEW – EXAMPLE OF SILVER

In this example the approver can scroll down to see the conditions associated with this specific application (1).

These conditions are imposed because of a failed standard during the assessment. This section shows which standards have been failed, in which section of the assessment, the question number, and the answer provided by the social worker that completed the site assessment.

These are the reasons why the outcome is silver and not gold.

E83836377 : CIPC Test (Centre-based)

[VIEW SOCIAL WORKER REPORT](#)

[VIEW SITE VISIT OUTCOME](#)

[VIEW ADMIN NOTES](#)

[← BACK](#)

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

Scroll down to see the conditions

1

Conditions

No. ↑	Section	Standard	Answer	Condition
40	Fire Safety G	1(g) There must be an approved fire control equipment which is serviced and up to date.	No	fire extinguisher has expired and they don't have bucket of sand
64	Refuse Pit	7(a) Where possible, refuse must be disposed of according to municipality regulations. (c) Waste must be kept out of reach of children.	Yes, with conditions	The pit is not barricaded
66	No Smoking	1(g) Smoking must not be allowed at the site.	Yes, with conditions	There is no smoking sign



< 1 >

Page 1 of 1

Bana Pele

ECD registration drive

APPROVER REVIEW

The approver can:

- **ADD ADMIN NOTES** (1)
- Return the application for review with comments to the reviewer (2), or
- Submit **APPROVE RECOMMENDATION** at a certain level with conditions of registration (3)

Final Approval : Cate SG Test – Silver – CB (Centre-based)

[VIEW SOCIAL WORKER REPORT](#)[VIEW SITE VISIT OUTCOME](#)[VIEW ADMIN NOTES](#)

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Maximum number of children
150

B. Hours of operation

Opening timeClosing time

General Comments

no restrictions applied-SW capacity 100

Conditions

No. ↑	Section	Standard	Answer	Comments
40	Fire Safety Gold	1(g)There must be an approved fire control equipment which is serviced and up to date.	No	Service fire extinguisher

< 1 >

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Expiry Period

Compliance/Closure Expiry Period:

4 Years

1

2

3

[← BACK](#)[ADD ADMIN NOTES](#)[SEND TO REVIEWER](#)[APPROVE RECOMMENDATION](#)

VIEW SOCIAL WORKERS REPORT

1

E10550356 : Cate SG Test – Silver – CB (Centre-based)

VIEW SOCIAL WORKER REPORT

Final Recommended Outcome

Silver

Restrictions

Click **VIEW SOCIAL WORKERS REPORT** (1) to generate the report. The report (2) contains the necessary areas; i.e.

- Completeness of application, EHP Outcome and Compliance from SW Site Visit
- Final recommended outcome
- Final Recommended capacity from the EHP report (or SW where not available)
- Expiry period recommended

2

Social Workers Report

Name of ECD Programme:	Cate SG Test – Silver – CB
Province:	Gauteng
Education District:	Johannesburg South
District Municipality:	City of Johannesburg
Local Municipality:	City of Johannesburg
Ward:	3
Completeness of Application:	
The applicant has submitted the following required documentation:	
☒ Business Plan	☐ Constitution (if applicable)
☒ Emergency Plan	☒ EHP Report
Outcome of Environmental Health Assessment:	
The facility has been assessed by an Environmental Health practitioner who issued a	
With a recommended capacity of:	EHP Certificate
	50
Compliance with Norms and Standards	
An assessment was completed on	
	2025-06-04
with an assessment outcome of:	
	Silver
Social Worker recommended number of children:	
	150
Recommended Application Outcome	
Silver	
Recommended Capacity:	
50	
The Recommended Expiry/Compliance Period is:	
Expiry/Compliance Period:	
3 Years	
Compiled By:	
Cate Carrol	
Designation:	
Reviewer	
Date Compiled:	
2025-06-06	

SITE ASSESSMENT OUTCOME

Final Approval : Louisa Test 1 (Centre-based)

VIEW SOCIAL WORKER

1

VIEW SITE VISIT OUTCOME

VIEW ADMIN NOTES

Assessment Outcome

Failed Silver and Minimum Standard

Recommendations

Please complete any recommendations that should be applied to this ECD Programme

Click **VIEW SITE VISIT OUTCOME** (1).

The site visit outcome report contains an overview of results and comments to the registration framework survey. Required actions and notes can be seen as recorded at the time of inspection.

2

ECD Programme Outcome

An assessment was completed on

Assessment Date
2025-05-28

Assessment Outcome

Failed Silver and Minimum Standard

At the time of inspection, the premises were found to be :

B. Not comply with basic minimum standards but present no risk of serious harm

Assessment Outcome

Survey Questions

No. ↑	Section	Question	Answer	Condition
8	Policy Cleaning	Written policies cover cleaning routines and standards.	No	comment
9	Policy Confidentiality	Written policies cover confidentiality of health-related information.	No	comment
10	Records Medical	There are records of children's medical conditions, allergies, immunisation programme and Vitamin A schedule.	No	comment
11	Records Incidents	There are records of health incidents and accidents that occur at the ECD programme.	No	comment
13	Emergency Plan	There is an emergency plan displayed, with evacuation procedures and a list of emergency numbers.	No	comment
14	Records Attendance And Admission	Check for these documents on file:\nAttendance register\nChild admission form	Yes, with conditions	conditions
18	Menu Good Nutrition	Meals and snacks provided by the programme reflect good nutritional standards.	No	no
19	Staff Qualification S	The Supervisor or lead practitioner has either basic training in ECD or one year of experience of working with children.	No	no
28	Ventilation	There are doors and windows that can be opened and closed to provide ventilation (fresh air). Staff and children can see to read and play inside.	No	none
66	No Smoking	No smoking is allowed at the site.	Yes, with conditions	b

↓

< 1 >

Page 1 of 1

Required Actions

All fixed

ADMIN NOTES

Click **VIEW ADMIN NOTES** (1).

If any admin notes have been captured during the assessment, they are viewed here for the approver. These include notes captured by the administrator and reviewer.

These are typically process notes, or notes on conditions that need improvement – so these can be checked at the next site visit.

Final Approval : Louisa Test 1 (Centre-based)

[VIEW SOCIAL WORKER REPORT](#) [VIEW SITE VISIT](#) **1** [VIEW ADMIN NOTES](#)

Assessment Outcome

Failed Silver and Minimum Standard

Recommendations

Please complete any recommendations that should be applied to this ECD Programme

2 **Review Admin Notes** [← BACK](#)

Admin Notes [+](#)

Description	Logged By User	Latest Added ↓
No entries found		



APPROVER DECISION

Once reviewed all documents, the approver can:

- **ADD ADMIN NOTES** (1)
- Return the application for review with comments to the reviewer **SEND TO REVIEWER** (2), or
- Submit **APPROVE RECOMMENDATION** at a certain level with conditions of registration (3)

Final Approval : Cate SG Test – Silver – CB (Centre-based) [VIEW SOCIAL WORKER REPORT](#) [VIEW SITE VISIT OUTCOME](#) [VIEW ADMIN NOTES](#)

Final Recommended Outcome

Silver

Restrictions

Please complete any restrictions that should be applied to this ECD Programme

Select from the list below and complete

A. Total number of children permitted on the premises

Maximum number of children
150

B. Hours of operation

Opening time Closing time

General Comments

no restrictions applied-SW capacity 100

Conditions

No. ↑	Section	Standard	Answer	Comments
40	Fire Safety Gold	1(g) There must be an approved fire control equipment which is serviced and up to date.	No	Service fire extinguisher

Page 1 of 1

Expiry Period

Compliance/Closure Expiry Period:

4 Years

1 **2** **3**

[← BACK](#) [ADD ADMIN NOTES](#) [SEND TO REVIEWER](#) [APPROVE RECOMMENDATION](#)

APPROVAL

Once approved – the application is submitted to the EMIS Reviewer (1) to allow for allocation of an EMIS number before a certificate can be generated (except in Western Cape).

SG Application Approvers

1

The application has been successfully submitted to the EMIS Reviewer.

Applications

Search
R2 UAT_FS

	ECD Name	Category Classification	National ECD Identifier Number	Date Created	Status	Education District	Suburb	Document Status	EHP Submitted	EHP Status ↑	Readiness Assessment	Site Visit	Approved by
REVIEW	R2 UAT_FS4	Centre-based	E10116492	2025-05-04 09:15:14	SG Approval In Progress	Johannesburg South	Orange Farm Ext 6	Approved	Complete	Approved	No RRA Data	Completed	Taryn Le Roux



1



Page 1 of 1

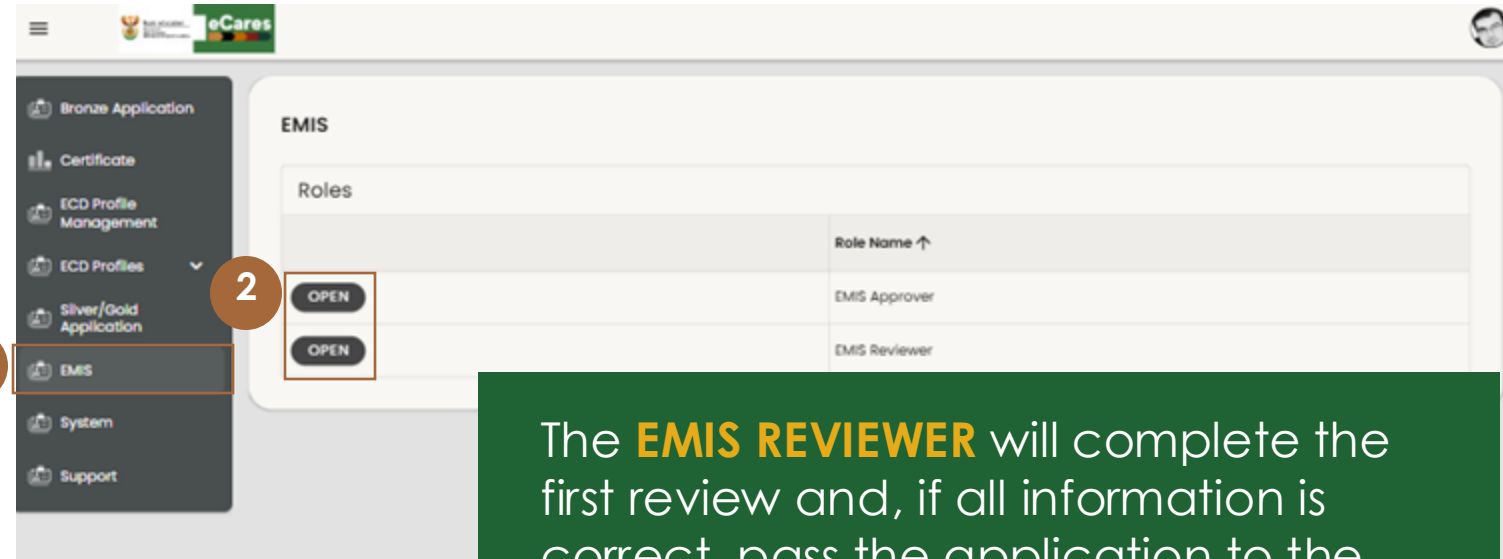


EMIS USERS

LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities. To begin, select **EMIS** (1) on the menu. Then click **OPEN** (2) next to the **EMIS Reviewer** or **EMIS Approver** role.



The **EMIS REVIEWER** will complete the first review and, if all information is correct, pass the application to the EMIS APPROVER.

The **EMIS APPROVER** will see the same information but also has the option to enter an EMIS number, which will be allocated to the approved ECD. Once captured, a certificate can be generated that includes the EMIS number.

EMIS REVIEWER



SG EMIS REVIEWER

By the end of this process, the EMIS Reviewer can:

- View a list of ECDs that have been approved by the ECD Unit for Full (Gold) or Conditional (Silver) registration.
- **REVIEW** the details of each of these ECDs.
- Send back to ECD reviewers if there are any issues.
- Submit for EMIS approval and allocation of EMIS number.

To begin the review process, click **REVIEW** (1) next to the ECD you want to work on. First review for EMIS number.

EMIS Reviewer

Applications							Search	+
	ECD Name ↑	National ECD Identifier Number	Date Created	Application Status	Education District	Status		
1	REVIEW	R2 UAT_FS22	E43514763	2025-05-05 09:53:58	Awaiting EMIS Number	Johannesburg South	Awaiting EMIS Review	
	REVIEW	R2 UAT_FS3	E86467464	2025-05-04 09:07:58	Awaiting EMIS Number	Johannesburg South	EMIS Review in Progress	
	REVIEW	R2 UAT_GP2	E84225075	2025-04-17 13:36:47	Awaiting EMIS Number	Johannesburg South	EMIS Review in Progress	
	REVIEW	R2 UAT_LP3	E96238406	2025-05-01 15:59:56	Awaiting EMIS Number	Johannesburg Central	EMIS Review in Progress	
							Page 1 of 1	



REVIEW DETAILS

This page outlines:

- Details of the applicant (1)
- Approved registration status (2)

These are non-editable fields.

Click **NEXT** (3) if you agree to continue.

EMIS Reviewer

[VIEW ADMIN NOTES](#)[← BACK](#)**1**

ECD Applicant/Owner Details

ECD Applicant/Owner : Teboho Rider Litsoane

Applicant/Owner ID : sdgdgr

Applicant/Owner Mobile : 27616079206

ECD Registration Details

Name of ECD Programme : R2 UAT_FS18

2

Registration Status : Conditionally registered

Programme Category : Centre-based

With a recommended capacity of: 21

Certificate Expiry Date : 2026-05-04

Education District : Johannesburg South

[← BACK](#)[ADD ADMIN NC](#)**3**[NEXT](#)

ECD PROGRAMME DETAILS

ECD Programme Details

First Language Of Learning & Teaching (LOLT) :

Second Language Of Learning & Teaching (LOLT) :

Operation Time Opening :

07:30

Operation Time Closing :

16:00

Operational Days :

5

Grade R Offered :

No

Is ECD Part of a School :

Scroll down to view the ECD programme details.

Note that some details may not have been collected during registration and can be completed later.



ECD PROGRAMME DETAILS

Scroll down to view the breakdown of child enrolment

ECD Children Details			
Male children :	8	Female children :	9
Age Groups Enrolled :			
0 - 18 months	No		
18 - 36 months	No		
3 - 4 years	No		
4 - 5 years	Yes		
5 - 6 years	No		
Minimum Age :	4 years	Maximum Age :	5 years
Maximum Capacity of Centre :	21		
Number of Children With Disabilities :	1		

ECD PROGRAMME DETAILS

Finally, scroll down to see:

- ECD location details
- Reviewer can choose to **SUBMIT FOR EMIS APPROVAL** (1) for allocation of EMIS number
- or **SEND TO REVIEWER** (2) to make corrections

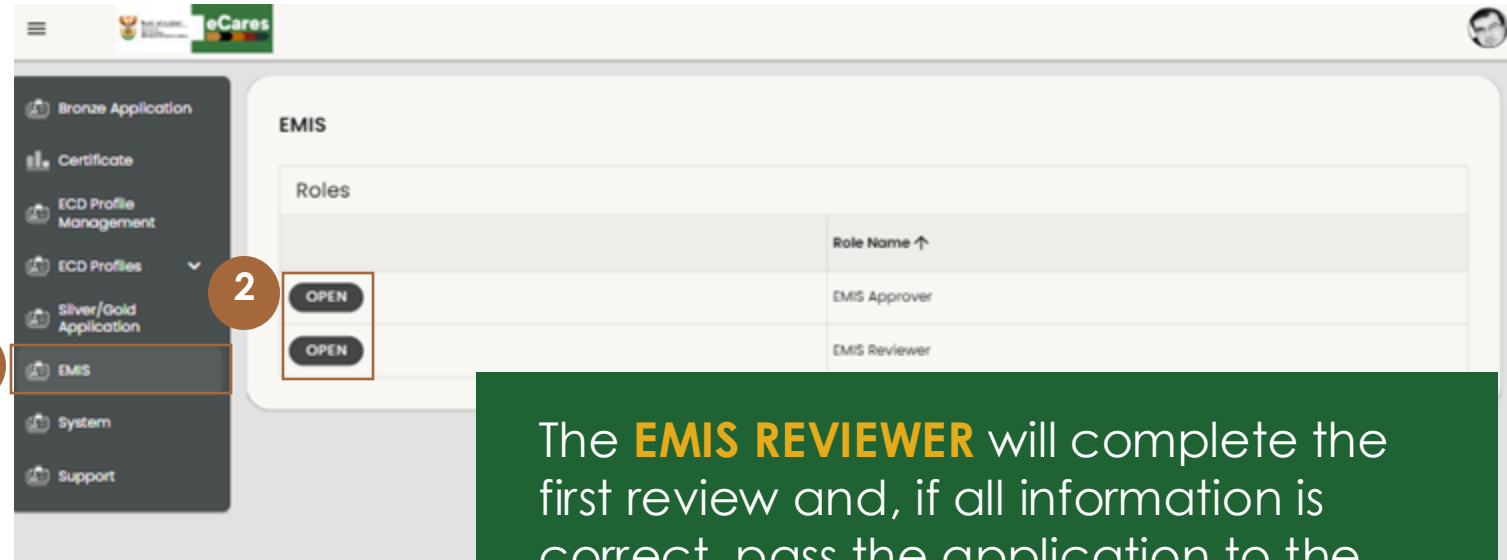
ECD Address and Contact			
Street Name	LENON STREET	Street Number	2338
Suburb / Village	Hospital Hill	Area / City	Lenasia South
Postal Code	1820	Local Municipality	City of Johannesburg
District Municipality	City of Johannesburg	Ward	120
Email Address ECD Centre :	r2test@ecd.co.za	Mobile Number	27616079206
Alternate Contact	27576524353		
Directorate: Early Childhood Development (ECD) Reviewed by:	Cate Carrol		
Directorate: Early Childhood Development (ECD) Second Review by:	Sharief Patel		
Directorate: Early Childhood Development (ECD) Approved by:	Teboho Litsoane		
2 1 ← BACK ADD ADMIN NOTES SEND TO REVIEWER SUBMIT FOR EMIS APPROVAL			

EMIS APPROVER

LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities. To begin, select **EMIS** (1) on the menu. Then click **OPEN** (2) next to the **EMIS Reviewer** or **EMIS Approver** role.



The **EMIS REVIEWER** will complete the first review and, if all information is correct, pass the application to the EMIS APPROVER.

The **EMIS APPROVER** will see the same information but also has the option to enter an EMIS number, which will be allocated to the approved ECD. Once captured, a certificate can be generated that includes the EMIS number.

SG EMIS APPROVER

By the end of this process, the EMIS Approver can:

- View a list of ECDs that have been approved by the ECD Unit for Full (Gold) or Conditional (Silver) registration and reviewed by the EMIS Reviewer.
- **REVIEW** the details of each of these ECDs.
- Send back to ECD reviewers if there are any issues.
- Insert EMIS number
- Submit to approve EMIS number.

To begin the review process, click **REVIEW** (1) next to the ECD you want to work on. First review for EMIS number.

EMIS Approver

Applications

Search

	ECD Name ↑	National ECD Identifier Number	Date Created	Application Status	Education District	Status
REVIEW	CC SG Test 1-Centre-Based Silver	E37091496	2025-04-25 08:51:08	EMIS Number Added	Johannesburg South	EMIS Approval in Progress
REVIEW	Charity 009	E26634495	2025-04-25 15:54:10	Awaiting EMIS Number	Johannesburg South	EMIS Approval in Progress
REVIEW	R2 UAT_GPI5	E10174741	2025-04-21 11:08:50	EMIS Number Added	Gauteng North	EMIS Approval in Progress
REVIEW	R2 UAT_LP14	E19054396	2025-05-06 20:54:35	EMIS Number Added	Johannesburg South	EMIS Approval in Progress

<1>

Page 1 of 1



REVIEW DETAILS

This page outlines:

- Details of the applicant (1)
- Approved registration status (2)

These are non-editable fields.

Click **NEXT** (3) if you agree to continue.

EMIS Approver

[VIEW ADMIN NOTES](#) [← BACK](#)

1

ECD Applicant/Owner Details

ECD Applicant/Owner :

Teboho Rider Litsoane

Applicant/Owner ID :

9106033258043

Applicant/Owner Mobile :

27616079206

ECD Registration Details

Name of ECD Programme :

R2 UAT_FS33

2

Registration Status :

Conditionally registered

Programme Category :

Centre-based

With a recommended capacity of:

10

Certificate Expiry Date :

2026-05-05

Education District :

Johannesburg Central

[← BACK](#) [ADD ADMIN N](#)

3

[NEXT](#)

ECD PROGRAMME DETAILS

ECD Programme Details

First Language Of Learning & Teaching (LOLT) :

Second Language Of Learning & Teaching (LOLT) :

Operation Time Opening :

07:30

Operation Time Closing :

16:00

Operational Days :

5

Grade R Offered :

No

Is ECD Part of a School :

Scroll down to view the ECD programme details.

Note that some details may not have been collected during registration and can be completed later.



ECD PROGRAMME DETAILS

Scroll down to view the
breakdown of child enrolment

ECD Children Details			
Male children :	8	Female children :	9
Age Groups Enrolled :			
0 - 18 months	No		
18 - 36 months	No		
3 - 4 years	Yes		
4 - 5 years	No		
5 - 6 years	No		
Minimum Age :	3 years	Maximum Age :	4 years
Maximum Capacity of Centre :	10		
Number of Children With Disabilities :	0		

ECD PROGRAMME DETAILS

Finally, scroll down to see:

- ECD location details
- Review and approval by ECD Unit
- Approver can choose manually type in and **ADD** (1) the EMIS Number, then **APPROVE EMIS** (2), or **SEND TO REVIEWER** (3) to make corrections

ECD Address and Contact			
Street Name	De Wet Street	Street Number	14
Suburb / Village	Vlakfontein	Area / City	Vlakfontein
Postal Code	1827	Local Municipality	City of Johannesburg
District Municipality	City of Johannesburg	Ward	34
Mobile Number	27616079206	Email Address ECD Centre :	r2uat@gdbe.co.za
Alternate Contact	27573559856		
ECD National EMIS Number:	1		ADD
Directorate: Early Childhood Development (ECD) Reviewed by:	Teboho Litsoane		
Directorate: Early Childhood Development (ECD) Second Review by:	Cate Carrol		
Directorate: Early Childhood Development (ECD) Approved by:	Taryn Le Roux		
3 2			
← BACK ADD ADMIN NOTES SEND TO REVIEWER APPROVE EMIS			

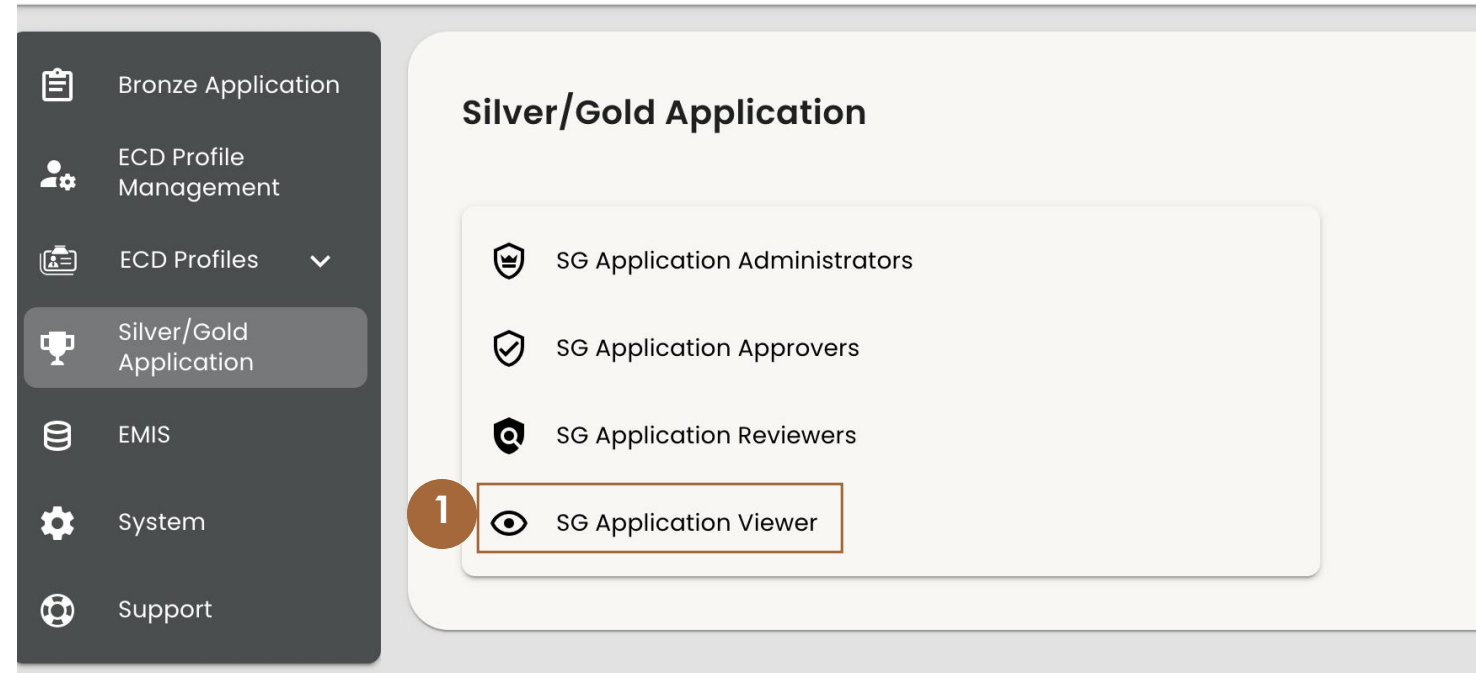
SG Application Viewer



LOGIN AND ROLE SELECTION

The **SG Application Viewer** can view a summary of all applications in the Silver/Gold process.

This role also has the ability to assist failed silver applications by sending them back for a site visit.



View SG Application Summary

The **SG Application Viewer** can view a summary of all applications in the Silver/Gold process.

(1) Press View – this will open a (2) summary of the ECDs SG Application

The screenshot displays the 'SG Application Viewer' interface. At the top, there is a search bar and a button labeled 'ASSIST FAILED SILVER'. Below this is a table of applications. A red box highlights the 'VIEW' button for the first application, 'Mihlali ECD Test'. A green overlay, labeled with a '2', shows the 'SG Application Viewer Summary' for this application. The summary includes fields for ECD Name, National ECD Identifier Number, Application Status, Programme Category, Education District, Total Number of Staff, Local Municipality, and Total Enrolment Summary. Below these fields is a 'Declarations' section with several statements and 'Confirmed' buttons.

ECD Name	National ECD Identifier Number	Date Created	Status	Name and Surname	Applicant Contact	Alternative Contact	Education District	Town/Ci
Mihlali ECD Test	E29583605	2026-07-20 10:51:42	Second Review Pending	Mihlali Bayi	27681374178	27602750751	Frances Baard	Kimberle
Te								!Kheis
Te								!Kheis
Fa								!Kheis
C								!Kheis
C								!Kheis
Te								!Kheis
Te								!Kheis
R2								!Kheis
R2								!Kheis

SG Application Viewer Summary

ECD Name: Mihlali ECD Test

National ECD Identifier Number: E29583605

Application Status: Silver/Gold second review pending

Programme Category: Centre-based

Education District: Frances Baard

Total Number of Staff: 2

Local Municipality: Sol Plaatje

Total Enrolment Summary: 5

Declarations

I believe all children deserve to reach their full potential.

Practitioners at my ECD programme create opportunities for children to explore their world, learn about themselves and develop a sense of identity and self-worth.

Practitioners at my ECD programme support children to develop self-control such as by being patient, to keep trying and to practise an appropriate level of independence (such as through making choices), and to interact positively with other adults and children.

Practitioners at my ECD programme encourage and model respect for different genders, languages, religions and cultures, and create opportunities to learn about diversity.

Adults at my ECD programme never discriminate against any children or parents.

Practitioners at my ECD programme support children's emotional needs and create a safe environment for them to express their feelings and needs.

My ECD programme uses community resources to develop the whole child – such as accessing the local library or toy library, and having a relationship with the clinic.

Return Failed Silver Applications To Site Visit

The **SG Application Viewer** can return a Failed Silver Application for a site visit.

(1) Press on **Assist Failed Silver** to see a list of all ECDs with a Failed Silver outcome. If an ECD have made the necessary changes and needs to be re-assessed by a Social Worker, this application can be sent back to the journey application for a new site visit to be completed.

(2) Use **Admin Notes** to provide a reason for returning the application

(3) Press **Return to Site Visit** to reset the site visit status to "Awaiting Site Visit". The application will re-enter SG Review Process.

The screenshot displays the 'SG Application Viewer' interface. At the top right, a button labeled 'ASSIST FAILED SILVER' is highlighted with a red circle and the number 1. Below this, a table lists various applications. A modal window titled 'Assist Failed Silver' is overlaid on the table. Inside this modal, there is a sub-table titled 'Failed Silver Applications'. In the top left of this sub-table, two buttons are highlighted with red circles and numbers 2 and 3. Button 2 is 'ADD ADMIN NOTES' and button 3 is 'RETURN TO SITE VISIT'. The sub-table contains three rows of application data.

ECD Name	National ECD Identifier Number	Date Created	Status	Name and Surname	Applicant Contact	Alternative Contact	Education District	Town/Ci
Mihlali ECD Test	E29583605	2026-07-20 10:51:42	Second Review Pending	Mihlali Bayi	27681374178	27602750751	Frances Baard	Kimberle
Te								IKheis
Te								IKheis
Fa								IKheis
C								IKheis
C								IKheis
Te								IKheis
Te								IKheis
R2								IKheis
R2								IKheis

ECD Name	National ECD Identifier Number	Date Created	Status	Name and Surname	Applicant Contact	Alternative Contact
FailTest	E52644403	2026-06-25 13:09:07	SG Enforcement Notice	Joandri Meyer	27658264375	27684
Test EC-3531	E41010767	2026-06-18 09:26:44	SG Approval Pending	Mafa Ntsodo	27817327154	27723
R2 Change Test 01	E35857195	2026-06-17 11:00:29	SG Review Pending	Louisa Venter	27823173109	27825

Use Customizable Filters

Use the customizable filters to identify specific single applications or a group of applications with the same key area to track. (1) Press on the + to open the custom search fields. (2) Select which field name to search by e.g. ECD Name or National ECD Identifier Number. Fill in the identifier (3) and press Update Results (4). This filters the list in the table.

Status Dictionary:

EHP Submitted: EHP Document Uploaded

EHP Status: Confirms whether the reviewer has reviewed the EHP document. (Not Reviewed, Approved, Rejected)

Site Visit: Site visit status (Awaiting Site Visit or Completed)

SG Application Viewer

ASSIST FAILED SILVER

Applications

Search

	ECD Name	National ECD Identifier Number	Date Created	Status	Name and Surname	Applicant Contact	Alternative Contact	Education District	Town/City
	Mihlali ECD Test	E29583605	2026-07-20 10:51:42	Second Review Pending	Mihlali Bayi	27681374178	27602750751	Frances Baard	Kimberley

Assist Failed Silver

Failed Silver Applications

Search

Match any of the criteria

Site Visit begins with

Search Completed

UPDATE RESULTS

	ECD Name	National ECD Identifier Number	Date Created	Status	Name and Surname	Applicant Contact	Alternative Contact	Education District	Town/City	Suburb	Ward	Street Name	Street Number	ECD Programme Type	EHP Submitted	EHP Status	EHP Document Type	EHP Capacity	Site Visit	Site Visit Outcome	Final Outcome	Readiness Assessment
	Test Edit	64030755	2026-06-11 10:22:36	SG Failed Silver	Mafa Ntsodo	27817327154	27723046885	ZF Mgcawu	IKheis	IKheis	1	Mezzanine	2323	Centre-based	Complete	Approved	EHP Certificate	50	Completed	Failed Silver	Failed Silver	No RRA Data
	TestSVFailed	E98732433	2026-05-22 07:26:17	SG Failed Silver	Lennie De Villiers	27768243560	27658264375	ZF Mgcawu	IKheis	IKheis	1	TestSVFailed	34	Centre-based	Complete	Approved	EHP Compliance Notice		Completed	Failed Silver and Minimum Standard	Failed Silver and Minimum Standard	No RRA Data
	Test	E32695456	2026-05-20 08:42:25	SG Review Pending	Mafa Ntsodo	27817327154	27723046885	ZF Mgcawu	IKheis	IKheis	1	Bird Street	2023	Centre-based	Complete	Approved	EHP Certificate	20	Completed	Failed Silver and Minimum Standard	Failed Silver and Minimum Standard	No RRA Data
	Test Roles	E31478676	2026-05-19 18:42:40	Second Review Pending	Mafa Ntsodo	27817327154	27723046885	ZF Mgcawu	IKheis	IKheis	1	Bird	2309	Centre-based	Complete	Approved	EHP Certificate	30	Completed	Failed Silver and Minimum Standard	Failed Silver and Minimum Standard	No RRA Data

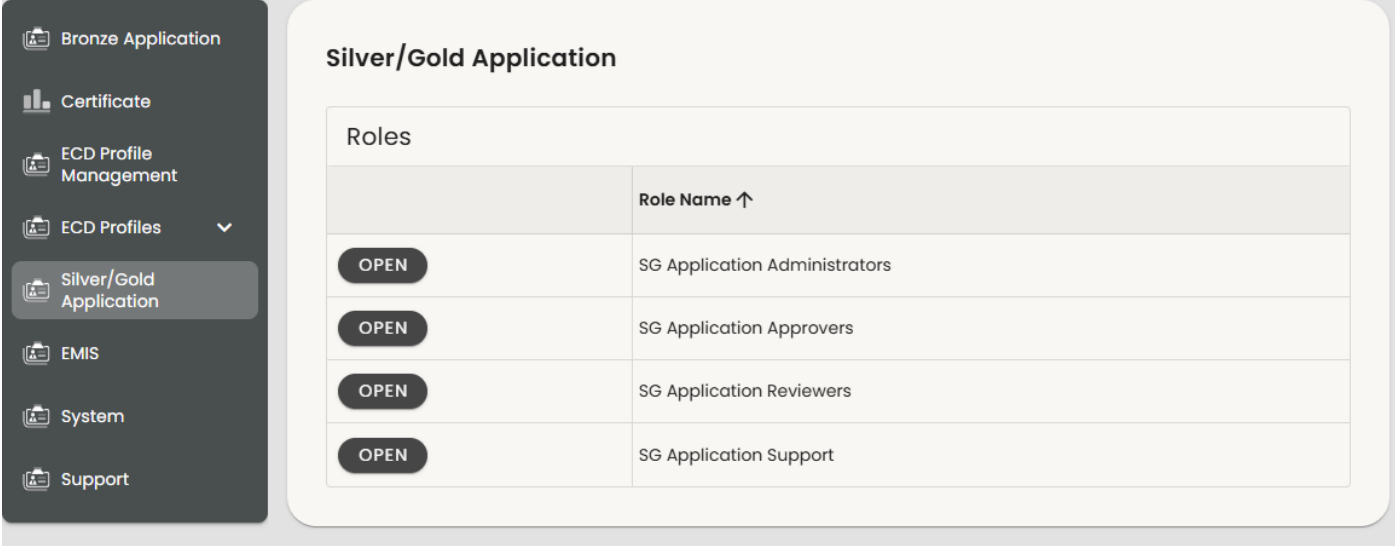
CERTIFICATE GENERATOR



LOGIN AND ROLE SELECTION

The Main Menu page provides access to various user roles and system functionalities. It serves as a central hub where users can navigate to different sections based on their assigned roles. Each role has specific permissions that determine the level of access and actions they can perform within the system.

Users must select their role to access specific functionalities.



The screenshot displays a web application interface. On the left is a dark sidebar menu with icons and labels for 'Bronze Application', 'Certificate', 'ECD Profile Management', 'ECD Profiles' (with a dropdown arrow), 'Silver/Gold Application' (highlighted), 'EMIS', 'System', and 'Support'. The main content area is titled 'Silver/Gold Application' and contains a table with the heading 'Roles'. The table has two columns: an unlabeled column containing 'OPEN' buttons and a column labeled 'Role Name ↑'. The table lists four roles: 'SG Application Administrators', 'SG Application Approvers', 'SG Application Reviewers', and 'SG Application Support'.

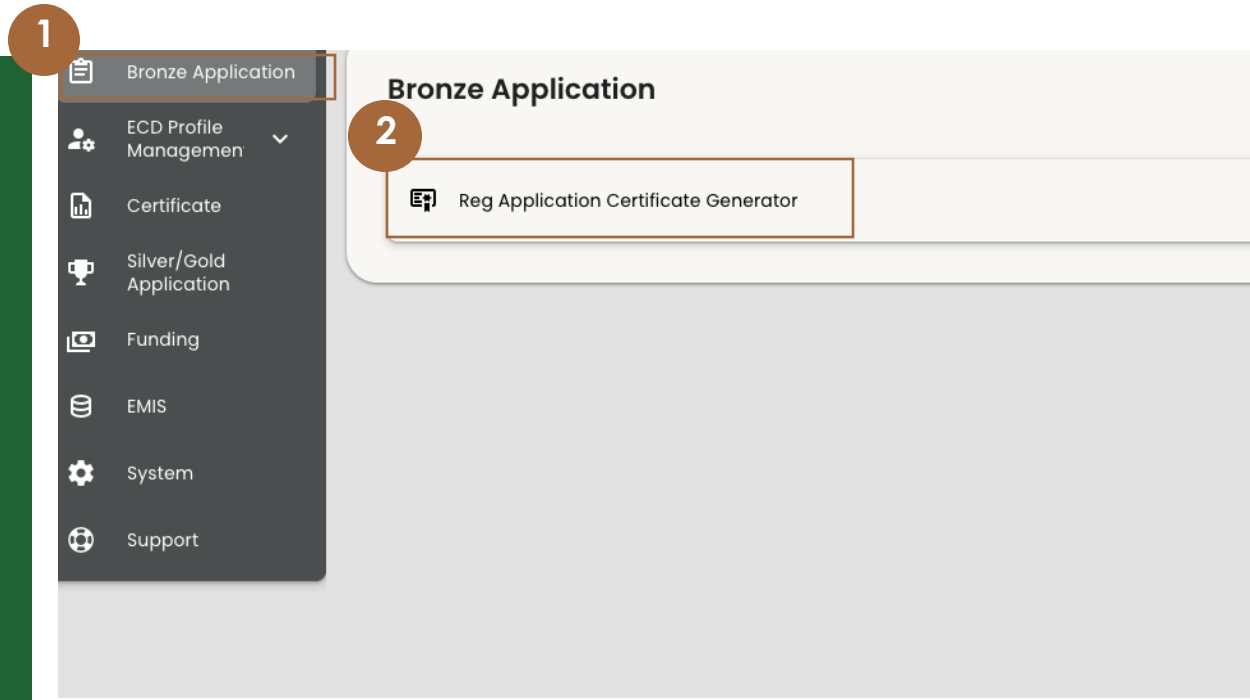
	Role Name ↑
OPEN	SG Application Administrators
OPEN	SG Application Approvers
OPEN	SG Application Reviewers
OPEN	SG Application Support

GENERATING REGISTRATION CERTIFICATES

Users can ensure that approved ECD applications result in the correct certificate or notice being generated, stored, and made available for download and printing.

These certificates reflect the approved registration level (Silver or Gold), associated expiry terms, and any conditions or restrictions applied during the approval process.

The user can click on **Bronze Application (1)** in the Main Menu page and then select the role **Reg Application Certificate Generator (2)**



Once an Application Approver submits a final decision:

- If the application requires an EMIS number, certificate generation will be paused until the EMIS Approver has completed their task, or
- The system will automatically generate the relevant refusal notice.

ACCESS GENERATED CERTIFICATES

Navigate to the Available Reports, where you can click **SHOW** to:

- Show a certificate for Silver/Gold Certification (1).
- Show a refusal notice (2) for applications that failed to meet minimum standards.
- Show a certificate approved for Bronze Certification (3).

Certificates are also visible under the Registration tab in Release 1.

Generate Certificates

- 1  SilverGold Certification
- 2  Refusal Notice
- 3  Conditional Bronze Certification

Applications - View or Edit An Existing Application

		ECD Name	Name And Surname	ECD Programme Category	Education District
 DOWNLOAD	 REGENERATE CERTIFICATE	LouisaSiteVisittest2		Centre-based	ZF Mgcawu
 DOWNLOAD	 REGENERATE CERTIFICATE	Candice Test		Centre-based	ZF Mgcawu
 DOWNLOAD	 REGENERATE CERTIFICATE	Test EMIS Report 2	Mafa Ntsodo	Non-centre based	ZF Mgcawu
 DOWNLOAD	 REGENERATE CERTIFICATE	Prosopa Test ECD	Mafa Ntsodo	Centre-based	Frances Baard
 DOWNLOAD	 REGENERATE CERTIFICATE	Test Navigation	Mafa Ntsodo	Centre-based	ZF Mgcawu
 DOWNLOAD	 REGENERATE CERTIFICATE	Test EMIS Report 5	Mafa Ntsodo	Centre-based	ZF Mgcawu

SEARCH APPLICATION TO SHOW REPORT

Select the type of certificate (1) – the user can now use the search functionality to find a specific application.

(2) Press on the + to open the custom search fields

(3) Select which field name to search by e.g. ECD Name or National ECD Identifier Number. Fill in the identifier (4) and press Update Results (5).

Press on Download (6) which opens the a table with the PDF. Press Open (7) to download the certificate.

Generate Certificates

1 SilverGold Certification
2 Refusal Notice
3 Conditional Bronze Certification

Applications – View or Edit An Existing Application

Search

Match any of the criteria

3 National ECD Identifier Num... begins with

4 Search E74940754

5 UPDATE RESULTS

	ECD Name	Name And Surname	ECD Programme Category	Education District	Municipality	Ward	Latest Updated	ID Number	Applicant Contact Number ↓	National ECD Identifier Number	Date Created	Status	Registration Status
6 DOWNLOAD	Demo 18 May	Louisa Venter	Centre-based	ZF Mgcawu	Ikheis	1	2026-07-15 10:29:44	102938123	27823173109	E74940754	2026-05-18 10:39:22	SG Failed Silver	Conditionally registered
6 DOWNLOAD	Louisa EHP NC	Louisa Venter	Non-centre based	Frances Baard	Dikgatlong	2	2026-07-17 11:00:18	02934	27823173109	E30715469	2026-03-10 11:19:34	SG Failed Silver	Conditionally registered

7

Demo 18 May

Centre-based

E74940754

File name ↑

Refusal Notice.pdf

OPEN

REVIEW CERTIFICATE DETAILS

Each certificate or notice includes:

- Allocated EMIS number (1)
- Approved registration level (Bronze or Silver/Gold) (2)
- ECD programme details (3)
- Expiry date based on compliance level (4)
- Approved capacity (number of children), and any conditions or restrictions (e.g., age groups, operating hours) (5)

NOTE: Templates differ based on programme type:

- Centre-based: Includes building plan and EHP certificate details
- Non-centre based: Tailored to programme category (e.g., playgroups, toy libraries)



COMBINED FORM 12 AND 17

CERTIFICATE OF FULL OR CONDITIONAL REGISTRATION OF A PARTIAL CARE FACILITY PROVIDING AN EARLY CHILDHOOD DEVELOPMENT PROGRAMME

(Regulation 15 and Section 82 & 83 of the Children's Act 38 of 2005 or Regulation 25 and Section 97 & 98 of the Children's Act 38 of 2005)

It is hereby certified that the following facility has been Conditionally Registered as a partial care facility and ECD programme (in terms of Sections 98 of the Children's Act)

1	Approved On:	2025-04-25
2	EMIS number:	134567890
3	Registration level:	Bronze
3	Name of facility / ECD programme:	CC SG Test 1-Centre-Based Silver
3	Physical address of facility / ECD programme:	23 East Street, Orange Farm Ext 2, Orange Farm
3	Education District:	Johannesburg South
3	Metro/District municipality:	City of Johannesburg
3	Local municipality:	City of Johannesburg
3	Ward:	4
4	Registration Expiry Date	
4	The validity of this registration expires on:	2026-04-25
5	The registration is subject to the restrictions and conditions shown below	
5	Restrictions	
5	A. Total number of children permitted on the premises	30
5	B. Hours of operation	None
5	C. Age groups permitted	None
5	Conditions	
5	None	

Province: Gauteng

Date of Issue:

Lennie De Villiers on behalf of Provincial Head Mr Rufus Mmutlana (Acting)

THANK YOU.

