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DEPARTMENT OF BASIC EDUCATION

NO. 7801 **11 August 2026**

SOUTH AFRICAN SCHOOLS ACT, 1996

REGULATIONS ON THE NATIONAL EDUCATION INFORMATION SYSTEM, 2026

The Minister of Basic Education intends, in terms of section 61(1)*(aF)* of the South African Schools Act, 1996 (Act No. 84 of 1996), to make the Regulations set out in the Schedule hereto.

Any person who wishes to submit written comments or representations on the draft Regulations is invited to do so within 30 days from the date of publication of this Regulations by—

(a) posting such comments to the following address:
Private Bag X895
PRETORIA
0001;

(b) delivering such comments by hand at the following address:
The Department of Basic Education
222 Struben Street
Pretoria
0001; or

(c) e-mailing such comments to the following address:
NEIAS@dbe.gov.za

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Comments must be addressed to the Director: Legal Services, and marked for the attention of Adv Zukile Ntshwanti. Comments received after the closing date will not be considered.



SIVIWE GWARUBE, MP

MINISTER OF BASIC EDUCATION

DATE: 5 August 2026

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SCHEDULE

Definitions

1. In these Regulations, a word or expression to which a meaning has been assigned in the Act bears the meaning so assigned and, unless the context indicates otherwise—

"Act" means the South African Schools Act, 1996 (Act No. 84 of 1996);

"data manager" means a person responsible for overseeing the management, storage, security and organisation of education data within an education department and education institution;

"early childhood development" for the purpose of these Regulations means the physical, cognitive, emotional and social development of children from birth to school-going age, and includes early education, health, nutrition and parenting support;

"early childhood development programme" for the purpose of these Regulations means a structured and age-appropriate programme registered in terms of section 95 of the Children's Act, 2005 (Act No. 38 of 2005) to provide care, development, early learning opportunities or support for children from birth to school-going age;

"education data" means all information relevant to the planning and management of education that is collected, stored and processed by education institutions and education departments, including all information falling within the minimum data fields;

"education institution" means an established or registered institution that provides education as its primary purpose;

"Education Management Information System" means a system contemplated in regulation 3;

"Education Management Information System officer" means an official referred to in regulation 3(2);

"information officer" means an information officer as defined in section 1 of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000);

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"minimum data fields" means the core set of education data elements that are required to be collected, stored or processed through the Education Management Information System, as set out in Annexure A;

"non-teaching staff" means all staff members in permanent or temporary employment within a school other than principals, educators and officials of education departments;

"policy owner" means a directorate responsible for overseeing the creation, implementation, and enforcement of a specific policy within the department;

"school term" means a designated portion of the academic year during which an educational institution holds classes, typically lasting several weeks or months;

"school year" means the period of the year during which learners attend school;

"system administrator" means an official referred to in regulation 11(1).

Scope, application and objectives

2. (1) These Regulations apply to—

(a) education departments and education institutions that collect, store and process education data for education management and resource planning purposes; and

(b) education data collected, stored, processed and disseminated through the Education Management Information System.

(2) The objectives of these Regulations are to—

(a) facilitate the collection, storage, processing and dissemination of education data by education institutions, education departments, ECD centres and Home Education, using the national education information system; and

(b) provide a structured framework for managing education data in a way that ensures consistency, security, compliance and efficiency for the education sector.

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Education Management Information System

3.(1) The Education Management Information System is a system for the collection, processing, analysis, publication, dissemination and rendering of information services for the management of education resources and services that -

(a) is a coordinated education management information system;

(b) is approved for use by the Department and education departments; and

(c) facilitates the planning and management of education data at school, circuit, district, provincial and national levels.

(2) The Department of Basic Education, an education department, education district and education institute must appoint an official as an Education Management Information System officer.

Duties of Head of Department

4. A Head of Department must—

(a) ensure that all education data identified for collection and submission is provided to the Department of Basic Education in accordance with these Regulations; and

(b) sign off all education data before submitting it to the Department of Basic Education.

Duties of national Education Management Information System officer

5. An Education Management Information System officer within the Department of Basic Education must—

(a) coordinate, approve and control the release of official statistics and education data to all stakeholders, including the Department of Basic Education, in accordance with reporting cycles or special requests;

(b) ensure that education data released adheres to the Protection of Personal Information Act, 2013 (Act No. 4 of 2013);

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(c) ensure that the Education Management Information System is developed and maintained in line with Information Standards defined in the National Education Information Policy (2004) and promote the effective use of Education Management Information System by education institutions;

(d) approve education data collection projects;

(e) monitor compliance and collaborate with other provincial and national information officers to advance the Education Management Information System; and

(f) organise regular meetings with all provincial Education Management Information System officers in the furtherance of the Education Management Information System.

Duties of provincial Education Management Information System officer

6. An Education Management Information System officer in an education department must—

(a) coordinate, approve and control the release of official provincial Education Management Information System statistics and data to all relevant institutions and authorised parties;

(b) ensure that education data released adheres to quality standards as required by the Department of Basic Education and the Protection of Personal Information Act, 2013 (Act No. 4 of 2013);

(c) collaborate with all other Education Management Information System officers in the furtherance of the Education Management Information System; and

(d) provide advice on the improvements of electronic and non-electronic information systems.

Duties of district Education Management Information System officer

7. An Education Management Information System officer in each education district must—

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(*a*) coordinate and control the release of education data from education institutions to all information users, including both external and internal stakeholders such as provincial and district officials, the Department of Basic Education and academic researchers, in accordance with established information reporting cycles or in response to special information requests; and

(b) ensure that statistics and education data submitted comply with Information Standards defined in the National Education Information Policy (2004) with regard to accuracy and presentation.

Duties of an education institution's Education Management Information System officer

8. An education institution Education Management Information System officer must—

(a) coordinate and control the release of education data to all information users, including external and internal stakeholders, such as provincial and district officials, the Department of Basic Education and academic researchers, in accordance with reporting cycle and special information requests ensuring data adherence to established standards and requirements;

(b) ensure that a business process is developed and adhered to during data processing and migration between systems and data is consistent across systems; and

(c) establish effective and rigorous record-keeping, data verification, data capturing and data handling methodology and sign-off procedures to ensure clean, accurate, reliable and consistent quality data.

Duties of principal or head of education institution

9. The principal or head of an education institution must—

(a) sign off all education data relating to his or her education institution;

(b) submit signed education data to the relevant education department; and

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(c) ensure that education data submitted is accurate and complies with data specifications established by the Department of Basic Education.

Duties of data managers

10. Each data manager must—

(a) ensure that education data collected and submitted to the Department of Basic Education is accurate, accessible, and utilised effectively; and

(b) comply with relevant regulations and policies relating to data collected by the Department of Basic Education.

Duties of system administrator

11.(1) An education department and education institute must appoint an official as a system administrator who will be responsible for the deployment, maintenance and support of the Education Management Information System in that education department or education institution.

(2) A system administrator must—

(a) manage user access and permissions;
(b) provide technical support to employees;
(c) perform data backups;
(d) identify system requirements and install upgrades; and
(e) manage software updates, handle patches and monitor data security.

Data collection, submission and reporting

12.(1) All education institutions must capture and provide all education data through the Education Management Information System, in accordance with the data reporting obligations specified in subregulation (3).

(2) Learner enrolment and educator information for Grade R in registered Early Childhood Development Programmes must be collected through the Education Management Information System in accordance with the data reporting obligations specified in subregulation (3).

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(3) The data reporting obligations referred to in subregulations (1) and (2) are as follows:

(a) All education institutions must ensure that all minimum fields (as specified in Annexure A) are captured, verified, complete and accurate prior to submission;

(b) Education departments and institutions must submit all required data within the timeframes prescribed by the Department, including any annual, quarterly, or ad hoc reporting period (Annexure B);

(c) All education departments and institutions must implement appropriate internal processes to ensure compliance with data quality standards as stipulated in the South African Statistical Quality Assessment Framework (SASQAF);

(d) All data required must be submitted to the designated provincial and national information system, including the National Data Warehouse, in a format and manner determined by the Department;

(e) The Education Management Information System officer of the relevant education department or education institution must confirm and approve the education data before submission.

(4) The National Data Warehouse shall serve as the central repository for the storage and management of all education data reported at education institution, ECD centres, Home Education, circuit, district, provincial, and national levels.

(5) Education departments must ensure that quality assured, complete and valid education data is submitted to the Department of Basic Education.

(6) Policy owners at all levels of the education system must verify the completeness and validity of the education data.

(7) The education data management processes that are instituted at provincial level must comply with the policy directives established by the Department of Basic Education.

(8) The Department of Basic Education must maintain and publish the master list for all education institutions as per the Master List Standard as published in Government Gazette No. 35526.

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(9) The Department of Basic Education must keep records of all registered Home Education learners provided by education departments in the National Data Warehouse (which is a centralised, integrated repository of data collected from all education institutions, ECD centres and Home Education sector).

(10) All education institutions and education departments must cooperate with any data quality audits, evaluations, or verification processes initiated by the Department, and must provide access to records, supporting documents and information requests.

Compliance and access control

13.(1) Education departments and education institutions must ensure that measures are established and maintained to protect the integrity and confidentiality of personal information collected by such education institutions and education departments.

(2) Education departments and institutions must keep and maintain a register of personnel who have access to databases containing personal information.

(3) Education departments must safely and accessibly store education data reflecting the current education system and historical profiles of the education system from the past, in accordance with information standards defined in the National Education Information Policy (2004).

Short title and commencement

14. These Regulations are called the National Education Information System Regulations, 2026, and come into operation on a date determined by the Minister by notice in the Gazette.

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Annexure A

MINIMUM DATA FIELDS

(a) Education data specified in the fields below is required for purposes of the Education Management Information System and information is not limited to the minimum list.

(b) Any expansion of minimum data fields must be discussed and reviewed during Technical Committee on e-Education meetings and must receive formal approval from the Heads of Education Department Committee (HEDCOM) Sub-Committee on e-Education (established in accordance with provisions of the National Education Policy Act, 1996 (Act No. 27 of 1996) before implementation.

(c) Core school-based education data fields must be completed, verified and submitted as stipulated in the master list standard.

Learner and Parent Information	**Human Resources**	**Curriculum**	**School Finance & Asset Management**	**Extra-curricular**	**School Governing Bodies & School Management reports**
(a) Learner's name(s) and surname (b) Registration Number, date registered (c) Date archived with reason (d) Learner's date of birth (e) Learner's ID or passport number (f) National Status, Country of origin (g) Previous school	(a) Personnel position and Post level. (b) The SACE number of all teaching staff (c) The number years of Teaching experience	(a) Correct subjects are assigned to all learners. (b) Subject classes with learners. (c) Weights of all subjects, (d) Programme of assessment for all subjects	(a) Annual School Budget; (b) Auditors and Audit results; (c) Asset registers, Infrastructure register; and (d) LTSM – textbooks	(a) Co-currilar and extracurricular activities offered; (b) Learner participation; and (c) Scholar Transport &	(a) SGB elections and membership; (b) Subcommittees and members; (c) Governance records information; (d) School Health & Safety

(h) Contact number and address and relationship emergency contacts (i) Learner's disability status (j) Learner's grade (k) Learner's address (l) Learner's mode of transport (m) Learner's orphan status (n) The learner's home language (o) Language of Leaning and Teaching (LOLT) (p) Learner's class (q) Learner's Pregnancy if applicable (r) Learner's illnesses, psychological Information, barriers to learning (s) SIAS (t) Learner's attendance (u) Reasons for absenteeism. (v) Discipline procedures (w) Drug testing (x) Code of conduct (y) Drug random search	(d) The qualification levels of the educators. (e) Fundza Lushaka scheme (f) The subject specialisations of the Educator (g) Teaching Load for all Educators (h) Non-teaching staff are captured on SA-SAMS. (i) Archive personnel that left the institution with correct date (j) Personnel position and remuneration type. (k) Ensure that the attendance register is kept up to date (l) Capture the correct reasons for absenteeism (m) QMS (n) Contact number and address and	(e) Ensure that the dates of assessments are during school terms. (f) Marks for all tasks. (g) results per subject for every quarter (h) learner performance for every term; and (i) promotion requirement at the end of the year	assigned and retrieval.	NSNP (if applicable)	records information; (e) SSE, SIP and APIP; (f) SGB and Management reports; and (g) Timetable

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	relationship emergency contacts.				

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ANNEXURE B

COLLECTION DATES

Data must be submitted to Department of Basic Education as per the schedule below.

Table 1: Submission dates for Ordinary and Special Schools

Reference Period	Data collection	Data used for reporting	Date for submission to Department of Basic Education
Term 1:	• Learner Registration collection • LURITS upload & feedback files • SNAP	• NSC registration	**First Tuesday of March**
Term 2:	• Term 1 Learner performance collection • Approved data for reporting (verified data) • LURITS upload with marks, maintenance & updated feedback files	• 1st Q APP 4.2.4 report with upload evidence • Treasury submission, Publications, NNSSF (payment & Resource Allocation)	**First Tuesday of May**

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Reference Period	Data collection	Data used for reporting	Date for submission to Department of Basic Education
Term 3	• Term 2 Learner performance collection • LURITS upload with marks, corrections & new feedback files back/ Maintenance	• Q2 APP 4.2.4	**Last Friday of July**
Term 4:	• Term 3 Learner performance collection	• December upload evidence of Q3 & status report on promotion collection	**Last Friday of October**
Term 1 of following year	• Term 4 Learner promotion collection • Q4 APP 4.2.4 reporting • T4 LURITS upload with promotion marks, corrections & new feedback files back	Learner promotion	**Last Friday January of following year**

(a) All registered Early Childhood Development centres offering Grade R are required to submit education data to their respective education departments as per the schedule below.

(b) All registered Early Childhood Development Programmes offering Grade R are required to submit data to their respective education departments as per the schedule below.

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Table 2: Submission dates for Early Childhood Development

Reference Period	Data collection	Data used for reporting	Date: Provincial Education Department Collection & Submission to Department of Basic Education
Quarter 1:	• Learner Registration collection • Learner enrolment • Learner performance collection	• APP Reporting • CG reporting?	**Last Friday of the quarter**
Quarter 2:	• Learner Registration collection • Learner enrolment • Learner performance collection	• APP Reporting • CG reporting	**Last Friday of the quarter**
Quarter 3:	• Learner Registration collection • Learner enrolment • Learner performance collection	• APP Reporting • Enrolment	**Last Friday of the quarter**
Quarter 4:	• Learner Registration collection • Learner enrolment • Learner performance collection	• APP Reporting • Enrolment	**Last Friday of the quarter**

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All education departments must extract (from the Home Education Registration System) and submit the required education data of registered Home Education learners to the Department of Basic Education for reporting as per the schedule below.

Table 3: Submission dates for Home Education

Reference Period	Data collection	Data used for reporting	Date: Provincial Education Department Collection & Submission to Department of Basic Education
Quarter 1:	• Learner Registration collection • Learner enrolment	• Reporting	**Last Friday of the quarter**
Quarter 2:	• Learner Registration collection • Learner enrolment	• Reporting • New registrations	**Last Friday of the quarter**
Quarter 3:	• Learner Registration collection • Learner enrolment	• Reporting • New registrations	**Last Friday of the quarter**
Quarter 4:	• Learner Registration collection • Learner enrolment	• Reporting • New registrations	**Last Friday of the quarter**

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