

Type 1 Activities/Programmes (Teacher Initiated)		Recorded by Educator						
The nature of these activities does not require that they be submitted to SACE for evaluation and endorsement purposes.		Year 1	PDP	Year 2	PDP	Year 3	PDP	Total 3 Years
1	Reading Educational Material from Various Publications and Sources.		10		10		10	30
	<i>Magazines, Newspapers, Journals, Periodicals, Books, Research Papers / Reports / Theses, Articles, Education Information from webpage and others.</i>							
	Articles Education Information from webpage	x4 Articles	10	x4 Articles	10	x4 Articles	10	30
PLEASE NOTE: You need to read at least FOUR (4) educational articles out of the sources and examples listed above in order to earn 10 PD points per annum.								
2	Engaging in Electronic Media Educational Activities for 30 – 60 minutes.		12		12		12	36
	<i>Listening to educational programmes on radio/CD, Viewing educational programmes on TV, Participating in a PD Programme through live/recorded broadcast from a studio / webinars / telematics, online, Watching/Viewing educational DVD/Video, Completing online self-diagnostic assessment on your own (without the involvement of the employers)</i>							
	Viewing educational DVD/Video	x4 Articles		x4 Articles		x4 Articles		
	Completing online self-diagnostic assessment on your own	x4 Articles	12	x4 Articles	12	x4 Articles	12	36
PLEASE NOTE: You must engage with or participate in a total of at least 8 such educational activities per annum in order to earn 12 points per annum. Include evidence of what you viewed or listened to where possible and, most importantly, reflect on how it contributed to your development in your PDP. These electronic media PD activities must add value to your professional development. If you have visited a website please indicate the web address, date and time visited.								
3	Participating in Online Professional Development Activity for a period of 61 minutes and more.		8		8		8	24
	E Platform	x4 Articles	8	x4 Articles	8	x4 Articles	8	24
Please note that you will earn 10 PD Points per online PD activity you participate in.								
4	Attending Educational Meetings lasting for a period of 1 hour and more.							15
	Attending and participating in a minimum of 8 educational meetings for a duration of 1 hour and more (per meeting) from a combination of the following: <i>Teacher Unions - Subject Association or cluster Meetings - Professional Association Meetings - SACE / ELRC / ETDP SETA / OTHER SETAs / SAQA / UMALUSI - Other Government Departments (e.g. Health, Environmental Affairs, Social Development, Safety and Security, Sports and Recreation - Higher Education Institutions - Donor/NGO Funded or Led educational Projects - National and other broadcasters - Other relevant educational meetings</i> Participating in community development initiatives. Discussing educational topics with colleagues.							
PLEASE NOTE: You must attend at least 8 relevant educational meetings per annum in order to claim 10 PD Points for the year, including discussing educational topics with colleagues. It is very important for these meetings to help you in your development as a teacher. Always make sure that you record these meetings, and how they helped you as a teacher, in your Professional Development Portfolio and report them to SACE as well. These exclude meetings convened by the 9 Provincial Education Departments, Education District Offices, Circuit Cluster Offices, Circuit Offices SGB Associations, Independent Schools Boards/Associations)								
5	Attending Educational Conferences / Workshop Sessions / Breakfast or Dinner Sessions (Note! You will earn points every time you participate in a different workshop, conference, or breakfast / dinner session.							
	<i>PLEASE NOTE: (Organised, for example, by Teacher Unions, Professional Associations, Higher Education Institutions, Various Educational Bodies, Other Government Departments, NGOs, CBOs/ Embassies, Donor Funders, Schools, Private Providers, SACE, ELRC, ETDP-SETA, Other SETAs, CHE, SAQA, UMALUSI, Research Organisations and others)</i>							
	Half-Day (2 – 5 hours) (Evidence of participation and reflections in the PDP is required)	Workshop	5	Workshop	5	Workshop	5	15
	Full Day to One and Half Days (evidence of participation and reflections in the PDP required) e.g. day one from 9h00 - 16h00 or 17h00 and Day 2 from 8h30/09h00 to at least 12h30		10		10		10	30
	2 full days and more (evidence of participation and reflections in the PDP is required) e.g. day one from 09h00 – 17h00, day two from 08h30 to 16h30, day three 08h30 to at least 13h00		15		15		15	45
PLEASE NOTE: Points will be earned per workshop, breakfast/dinner session or conference. For example, Participating in a self-funded "ICT in Classroom" Workshop for 3 days by a provider will earn you 15 PD Points. Attending teacher union education policy conference for one and a half days will earn you 10 PD Points. Attending a self-funded Professional Association conference for one day will earn you 10 PD Points. Attending self-funded breakfast session by a Professional Association or Teacher Union or NGO from 08h00-10h00 will earn you 5 PD Points. (In this instance, a teacher would have earned 40 PD Points by the end of the year under conference/workshops/breakfast sessions category) (These exclude conferences / workshops organised and facilitated by the 9 Provincial Education Departments, Education District Offices, Circuit Cluster Offices, Circuit Offices, SGB Associations, Independent Schools Boards/Associations)								
6	Mentoring and Coaching		10		10		10	30
	<i>Examples: Mentoring and coaching less experienced colleagues/student/ teachers, Coaching learners, Teaching KhariGude learners</i>							
PLEASE NOTE: 10 PD Points will be earned from 8 sessions of coaching learners or 8 sessions of teaching KhariGude learners, or 6 sessions of coaching and mentoring novice/student teachers over a period of 1 year)								
7	Facilitating two sessions or more per annum (workshops, training and others).		10		10		10	30
8	Secondment for a period of six months in an educational project / programme.		10		10		10	30
	Secondment for a period of 1 year and more in an educational project / programme		10		10		10	30

9	Responding to a minimum of two (2) developmental needs from the needs identification processes (performance management system, diagnostic assessment, ANA/NSC subject diagnostic reports, WSPs and others) and showing evidence in the PDP of implementing what you have learned.		10		10		10	30
10	Participating in educational / subject book clubs and read a minimum of 4 books over a period of 1 year		12		12		12	36
11	Participating in one self-funded PD activity responding to the national priorities / key strategic areas as determined by the Minister / CEM / HEDCOM / SACE Council from time to time and showing evidence of implementing what you have learned (over a one year period).							
	<i>For example, PD activity/programme on: Teaching children how to read, Mathematics, Science, CAPS, Technology, ICT, Languages</i>		10		10		10	30
	<i>Senior Phase Mathematics</i>		15		15		15	45
12	Organising activities of a workshop / seminar / meeting / conference / professional association / PLC / Subject Committee and others.							
	PLEASE NOTE: Being a member of Organising committee for a half-day seminar/conference/summit/indaba.		5		5		5	15
	Being a member of Organising committee for a one to one and half day seminar / conference /Indaba/summit.		7		7		7	21
	Being a member of Organising committee for Organising a 2 - 3 days conference / indaba / summit.		10		10		10	30
	Organising a half-day workshop	Person responsible	5	Person responsible	5	Person responsible	5	15
	Organising 1 – 2 day workshop session.	Person responsible	7	Person responsible	7	Person responsible	7	21
	Organising 2 days and more workshop session.	Person responsible	10	Person responsible	10	Person responsible	10	30
	Organising 1 – 5 hours meeting.	Person responsible	3	Person responsible	3	Person responsible	3	9
	Organising 6 hours and more meeting.	Person responsible	6	Person responsible	6	Person responsible	6	18
	Member of Organising Committee							
13	Being a member of and participating in a Professional Learning Community / Learning Circle outside the school environment for 6 – 12 months.		12		12		12	36
14	Being a member of and participating in a Subject Committee / Professional Association/ Network Group for twelve months.		12		12		12	36
15	Researching and Developing		20		20		20	60
	Examples: Undertaking research in teaching and learning. Researching and writing an article for a newsletter, newspaper, magazine or journal. Researching and presenting at educational meeting, conference, seminar, workshop, on radio or on TV. Researching and writing a script for educational radio, television. Researching and developing materials for teaching and learning.							
16	Kick-starting/leading project		10		10		10	30
	Examples: Initiating and/or leading school projects. Initiating and/or leading community initiatives. School projects and community initiatives form part of a teacher's function. If you have been one of the planners or developers of such projects or initiatives, then you can earn points. Keep in mind that these activities should add value to you as a teacher so that you can develop even further. Details on these activities should be recorded in your Professional Development Portfolio.							
	Please note that you will earn PD Points per Project. For example - Kick-starting a teaching and learning material development project that runs for 6 months for teachers will earn you 5 PD Points - Kick starting a learner support Saturday project that runs throughout the year will earn you 10 PD Points - Initiating / Participating in community project for six months will earn you 5 PD Points. At the end of the year you would have earned 20 PD Points							
17	Marking and Assessing		5		5		5	15
	Examples: Marking or assessing NSC examinations. Marking or assessing ANA							
18	Being an External Examiner / Moderator in a year		5		5		5	15
19	Bonus Points		12		12		12	36
	Completed Professional Development Portfolio (PDP) in Year – Reflective Practice							

Type 3 Activities/Programmes Initiated by employer or offered by providers								
Recorded by Employer or Providers								
The activities include full qualifications, short courses and skills programmes. Type 3 PD activities that are 6 days and longer are all subjected to SACE's evaluation processes, will be endorsed by SACE and will be allocated PD Points. Type 3 PD activities that are between 2 hours and 5 days longer will carry the Pre-Determined PD points		Year 1	PDP	Year 2	PDP	Year 3	PDP	Total 3 Years
What Counts as Type 3 PD Activities?								
Employer – Led/Initiated PD Activities – Meetings, Workshops, Conferences, Seminars – Facilitating Workshop/Training Sessions (e.g. Lead Teachers) –Self Diagnostic Assessment – Onsite Support in								
1	Attending 1 hour – 1 hour and more educational meetings by: - Provincial Education Departments (including Districts and Circuits) - SGBS / SGB Associations - Independent Schools Boards / Associations / Groups / Offices		6		6		6	15
2	You must attend at least 4 relevant educational meetings per annum in order to claim 6 PD Points per annum Please note that if you attend 2 relevant educational meetings per annum, you will 3 PD							
	Attending Workshop Session by: - Provincial Education Departments (including Districts and Circuits) - SGBs / SGB Associations - Independent Schools Boards / Associations / Groups - Other Providers							
	Half Day session (2 – 5 hours)	Person Responsible	5	Person Responsible	5	Person Responsible	5	15
	1 day session (6 – 8 hours)	Person Responsible	10	Person Responsible	10	Person Responsible	10	30
	2 – 5 days	Person Responsible	15	Person Responsible	15	Person Responsible	15	45
PLEASE NOTE: You will earn PD Points for each workshop session you participated in. For example: Attending one day District workshop session on new policies and legislation and earn 10 PD Points Attending one day District Teacher Development Centre workshop on ICT and earn 10 PD Points Attending 4 days Professional Development Institute's residential or nonresidential workshop session on a subject content knowledge to earn 15 PD Points. Attending half-day Circuit workshop If you participate in all the 6 workshop sessions in a year, you will earn 65 PD Points All workshops with a duration of less than six day will carry SACE's pre-determined PD Points								
	1 x 20 minutes and more, one-on-one onsite support offered by office-based officials on various subjects, management and leadership, and other related areas in a year: - Provincial Education Departments (including Districts and Circuits) - SGB Associations - Independent Schools Boards / Associations / Groups		5		5		5	10/20 and more
	1 x 20 minutes onsite support for a group of teachers / phase / grade		5		5		5	10/20 and more
You will earn PD Points per each support session held: e.g. 2 x 20 minutes separate subject content onsite support by an office-based officials on different days will earn you 10 PD Points. 1 hour onsite support for you and a group of phase (foundation/SP/IP/FET) you belong to will earn you 5 PD Points. 50 minutes onsite support on school management will earn you 5 PD Points.								
3	Conferences / Seminars / Summit organised by the employers / Independent schools associations or groups							
	Half Day (2 – 5 hours)		5		5		5	15
	Full Day and One and Half Day		10		10		10	15
	2 Days and more		15		15		15	45
PLEASE NOTE: You will earn PD Points for each conference/seminar/summit you participated in. For example: Attending a half- day conference/seminar session will earn you 5 PD Points. Attending a one day District conference/seminar will earn you 10 PD Points. Attending 2 days Provincial If you participate in the first 2 activities you will earn 15 PD Points If you participate in all of them you will earn 40 PD Points								
4	Participating and Completing Online Self-Diagnostic Assessment administered by the Provincial Education Departments, Professional Development Institutes, Education District Offices, District Teacher Development Centres and others		7		7		7	21
You will earn PD Points Per Self-Diagnostic Assessment Activity Completed. For Example: <input type="checkbox"/> Completed Self-Diagnostic Assessment on English Proficiency (7 PD Points) <input type="checkbox"/> Completed Self-Diagnostic								