

SUBMISSION GUIDE: HOW TO COMMENT ON THE BELA BILL

(Vir Afrikaans, rol ondertoe, of [klik hier.](#))

Here we guide you step by step to write your commentary to the PCBE. This is your chance to have your say – enjoy every moment! We have been working hard to gather excellent ammunition for you – please click all the links in the guide for wonderful arguments to use in your letter.

Remember: If you get stuck, please contact us at defensor@pestalozzi.org.

Step 1: Read the Applicable Legislation

For a complete copy of the Bill go to [this link](#).

For an easy-to-read section 51 of the Bill, which is applicable to home education, go to [this link](#).

Step 2: Write Your Letter

The most impactful submission is a personal letter explaining why you home school, how it has benefitted your children and what you want the law to be. Below is a short guide to writing such a letter:

- **Introduce Yourself.** In a Word-document (or in a similar program), start your letter of by addressing Mrs BP Mbinqo-Gigaba, Chairperson: PC on Basic Education, and mark it for the attention of Mr LA Brown, for example:

Attention: Mr L A Brown

Dear Mrs B P Mbingo-Gigaba, Chairperson: PC on Basic Education

Now add a heading to indicate what you are going to write about, for example:

RE: Basic Education Laws Amendment Bill

In the next paragraph, introduce yourself and your family (or institution, where applicable). You may comment in your language of choice. You do not need to disclose personal details when you introduce yourself unless you wish to.

- **Tell Your Story.** You do not need to be a legal expert to tell your home-schooling/alternative education story. You are the world's leading expert on your family and your experiences.

Explain why you home educate (or use alternative education) and how it has impacted your family.

- **Explain Your Concerns.** Next, set out your concerns with the BELA Bill. **Don't just copy-and-paste from other sources, but rather try to explain it using your own words.** Add personal details which would underline your arguments – in other words, don't only explain what you dislike in the BELA Bill, but also explain how it will negatively impact YOUR family and/or community.

For suggestions on what you may want to argue with regards to home education, click here for [English suggestions](#) or [Afrikaans suggestions](#).

For ideas on what you may want to argue with regards to other alternative education modalities (cottage schools, centres, virtual schools, co-operative home education), click here for [English suggestions](#) or for [Afrikaans suggestions](#).

In general, it is best to focus on your top three to five concerns and address them thoroughly, instead of superficially mentioning many concerns. However, if you have time to address more issues thoroughly, feel free to do so.

- **Give Specific Recommendations.** Ask for specific changes to the Bill, or specific actions from the PCBE. At the bottom of each of the links provided in the previous point you will find ideas for such specific recommendations you may want to make. If you would like the opportunity to address the Committee in person (give an in-person presentation), ask for this opportunity here.
- **Close Your Submission.** Close your letter with an appropriate greeting, such as “Respectfully yours”, or “Kind regards”. If you are submitting your submission through the system on this page, you don't need to add your name and contact details at the bottom – this will be done automatically.

If you really feel you need more guidance than the above on writing your letter, you may use the templates that we'll provide for you at a later stage.

You can also check here for Parliament's official guidance on what your submission should contain: <https://www.parliament.gov.za/submissions>

Step 3: Proof-Read Your Submission

Read your letter through for typos, missing words, etc. Check whether you added everything you would like to say, and whether your arguments make sense. Once you are satisfied with your submission, you are ready to send it off.

Step 4: Send Your Submission

Open the submission form at this link: <https://pestalozzi.org/pestalozzi-letter/>. This is an automated system which keeps track of all letters sent. If you send your letter through this system, we will know if it is delivered, gets lost, or is deleted.

Now choose one of the following ways to send your submission:

- **If you WANT your contact details to be publicly released with your submission**, copy-and-paste your submission into the first field (marked “*Copy-and-paste your submission/cover letter here:*”). Complete the rest of the fields at the bottom and click “Submit”. Your submission will be signed with your contact details, sent to the correct email addresses in parliament. You will also receive a copy of your submission in your inbox.
- **If you DO NOT WANT your contact details to be publicly released with your submission**, follow these steps:
 - Type *only* your name and surname at the bottom of your document in Word and save it in a PDF. Give it an appropriate title such as “*Comment on the BELA Bill – Portfolio Committee of Basic Education*”.
 - Copy-and-paste the following into the first field (marked “*Copy-and-paste your submission/cover letter here:*”) below:

Attention: Mr L A Brown

Dear Mrs B P Mbingo-Gigaba, Chairperson: PC on Basic Education

RE: BASIC EDUCATION LAWS AMENDMENT BILL

Please find attached my submission on the BELA Bill to the Portfolio Committee on Basic Education.

For privacy reasons I do not wish my contact details to be publicly released with my submission.

Respectfully yours,

- Attach the PDF of your submission in the next field.
- Complete all subsequent fields. The submission form will automatically sign your letter with the appropriate details.
- Click “Submit”. Your submission will be signed with your contact details, and will be sent to the correct email addresses in parliament. You will also receive a copy of your submission in your inbox.
- **Remember that the office of Parliament will still be able to see your contact details. However, only the PDF will be released publicly, and not your contact details.**

Click [HERE](#) to submit your letter now.

GIDS: HOE OM KOMMENTAAR TE LEWER OP DIE BELA BILL

(For English, roll up or click [here](#).)

Hier vertel ons jou stap vir stap hoe om kommentaar te lewer vir die PCBE. Dis nou jou kans om jou sê te sê – geniet elke oomblik daarvan! Ons het baie hard en lank gewerk om vir jou uitstekende skietgoed bymekaar te maak – klik asseblief elke skakel in die gids vir wonderlike argumente vir jou brief.

Onthou: As jy vasbrand, kontak ons asseblief by defensor@pestalozzi.org.

- **Stap 1: Lees die Toepaslike Wetgewing**

Vir 'n volledige kopie van die BELA Bill, volg [hierdie skakel](#).

Vir 'n maklik leesbare weergawe van artikel 51 van die BELA Bill, kan jy [hierdie skakel](#) volg.

- **Stap 2: Skryf jou brief**

Die voorlegging wat die grootste impak het, is 'n persoonlike brief waarin jy verduidelik waarom jy tuis skool, hoe jou kinders daarby baat en hoe jy graag wil hê die wet moet lyk. Hier is 'n kort gids oor hoe om so 'n brief te skryf.

- **Stel jouself voor.** Begin jou brief in 'n Word-dokument (of soortgelyke program) deur *Mrs BP Mbingo-Gigaba, Chairperson: PC on Basic Education*, aan te spreek, en merk dit vir die aandag van Mr LA Brown, byvoorbeeld:

Attention: Mr L A Brown

Dear Mrs B P Mbingo-Gigaba, Chairperson: PC on Basic Education

Voeg nou 'n opskrif by om aan te dui waaroor jy gaan skryf, byvoorbeeld:

RE: Basic Education Laws Amendment Bill

In die volgende paragraaf stel jy jouself en jou gesin voor (of jou instelling, as jy 'n sentrum of mikroskool het). Jy kan kommentaar lewer in die taal van jou keuse. Jy hoef nie persoonlike besonderhede te gee nie, tensy jy graag wil.

- **Vertel jou storie.** Jy kan jou storie vertel, sonder om 'n ekspert in die regte te wees. Jy is 'n wêreld-ekspert oor jou gesin en jou ondervindinge. Verduidelik waarom jy tuisskool (of alternatiewe onderwys gebruik) en watter invloed dit op jou gesin gehad het.
- **Verduidelik wat jou pla.** Verduidelik volgende wat jou probleme is met die BELA Bill. **Moet asseblief nie net kopieer-en-plak uit ander bronne nie, maar probeer dit in jou eie woorde verduidelik.** Voeg persoonlike details by wat jou argumente ondersteun – verduidelik dus hoe dit JOU gesin en/of gemeenskap negatief gaan beïnvloed.

Vir voorstelle oor wat jy kan skryf oor tuisonderwys, klik hier vir [English suggestions](#) of vir [Afrikaanse voorstelle](#).

Vir idees oor wat jy kan redeneer oor ander alternatiewe onderwysmodaliteite (“cottage schools”, sentrums, virtuele onderwys, koöperatiewe tuisonderwys), klik hier vir [English suggestions](#) of vir [Afrikaans voorstelle](#).

In die algemeen is dit beter om op jou top drie tot vyf besorgdhede te fokus en hulle deeglik te bespreek, in plaas van om baie dinge oppervlakkig te noem. As jy egter tyd het om nog meer kwessies aan te spreek, is jy welkom.

- **Maak spesifieke aanbevelings.** Vra vir spesifieke veranderinge aan die Bill, of vir spesifieke aksies van die PCBE. By die skakels in die vorige gedeelte is daar idees vir sulke spesifieke aanbevelings wat jy kan maak. As jy graag die PCBE persoonlik wil toespreek (dws 'n lewendige voorlegging wil maak), kan jy nou hier vra vir die geleentheid om dit te doen.
- **Sluit jou voorlegging af.** Sluit jou brief gepas af, soos met “Respectfully yours”, of “Kind regards”. As jy jou voorlegging deur die stelsel by hierdie skakel <https://pestalozzi.org/pestalozzi-letter/>) indien, hoef jy nie jou naam en kontakdetails onderaan by te voeg nie – dit sal outomaties gebeur.

As jy regtig voel dat jy meer leiding as die bostaande nodig het om jou brief te skryf, is jy welkom om van die template te gebruik wat ons later aan jou sal stuur.

Jy kan ook hier die Parlement se amptelike riglyne vir 'n voorlegging lees:
<https://www.parliament.gov.za/submissions>

- **Stap 3: Proeflees jou Voorlegging**

Lees jou brief deur vir tikfoute, woorde wat uitgelaat is, ens. Maak seker dat jy alles bygevoeg het wat jy graag wil sê, en of jou argumente sin maak. Wanneer jy tevrede is met jou voorlegging is jy gereed om eek om jou voorlegging in te stuur.

- **Stap 4: Stuur jou Voorlegging in**

Maak die vorm oop by hierdie skakel: <https://pestalozzi.org/pestalozzi-letter/>. Dit is 'n outomatiese stelsel wat rekord hou van alle briewe wat gestuur word. As jy jou brief deur hierdie stelsel stuur, sal ons weet of dit afgelewer is, verlore geraak het of uitgevee is.

Kies nou een van die volgende maniere om jou voorlegging in te stuur:

- **As jy WIL hê jou kontakligting moet in die openbaar saam met jou voorlegging bekend gemaak word, moet jy die volgende doen:**

Kopieer-en-plak jou voorlegging in die eerste in (dis gemerk "*Copy-and-paste your submission/cover letter here:*"). Voltooi die res van die velde daaronder, en klik "Submit". Jou voorlegging sal geteken word met jou kontakdetails, en na die korrekte adresse in die Parlement gestuur word. Jy sal ook 'n kopie daarvan in jou inboks ontvang.

- **As jy NIE WIL hê jou kontakdetails moet in die openbaar saam met jou voorlegging vrygestel word nie, moet jy die volgende doen:**

- Tik *net* jou naam en van onderaan die dokument in Word, en bêre dit as 'n pdf. Gee dit 'n gepaste titel, byvoorbeeld: "*Comment on the BELA Bill – Portfolio Committee of Basic Education*".
- Kopieer-en-plak die volgende in die eerste veld (gemerk "*Copy-and-paste your submission/cover letter here:*"):

Attention: Mr L A Brown

Dear Mrs B P Mbingo-Gigaba, Chairperson: PC on Basic Education

RE: BASIC EDUCATION LAWS AMENDMENT BILL

Please find attached my submission on the BELA Bill to the Portfolio Committee on Basic Education.

For privacy reasons I do not wish my contact details to be publicly released with my submission.

Respectfully yours,

- Heg die pdf van jou voorlegging aan in die volgende veld.
- Voltooi al die volgende velde. Die voorleggingsvorm sal outomaties jou brief met die toepaslike details onderteken.
- Klik "Submit". Jou voorlegging sal met jou kontakdetails geteken word, en na die korrekte e-posadresse in die Parlement gestuur word. Jy sal ook 'n kopie van jou brief in jou inboks ontvang.
- **Hou in gedagte dat die kantoor van die Parlement nog steeds jou kontakdetails sal kan sien. Maar slegs die pdf sal in die openbaar vrygestel word, en nie jou kontakdetails nie.**

Klik [HIER](#) om nou jou voorlegging in te stuur.

PPestalozzi Trust (IT6377/98) www.pestalozzi.org

*die regsfonds vir tuisonderwys the legal defence fund for home
en gemeenskapsonderwys and community-based education*

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