Western Cape Home Educators Academy
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• Web Site : www.wchea.co.za

Dear Prospective Home Educator

Thank you for your enquiry to the **Western Cape Home Educators Academy (WCHEA)** with regards to the ACE (School of Tomorrow) Home Education Programme distributed by Accelerated Education Enterprises. (AEE). It will be our pleasure to assist you in all future matters of Home Education.

On this WEB SITE (www.wchea.co.za) are some documents for your attention and further information.

Please take the time to thoroughly read through all the documents included on this WEB SITE, as it contains important information regarding the various registration procedures, responsibilities involved in Home Education, policies, curriculum ordering procedures, price structures, etc !!!

1. **Hosting of Home Schools.**

According to the Western Cape Education Department and *AEE* **every home school is required to be hosted for the purpose of assistance and quality control.** You have the choice between **us, (the WESTERN CAPE HOME EDUCATORS ACADEMY),** An *AEE* Status School (independent school) or another HOME EDUCATORS ACADEMY. Should you desire information about the other options mentioned, we will gladly supply you with their contact details. This information pack deals specifically with the details and processes of the **WESTERN CAPE HOME EDUCATORS ACADEMY,** who will serve you as the designated host academy for the Western Cape Province.

2. **Your Home School Registration with the Western Cape Home Educators Academy (WCHEA).**

Registration costs of your Home School with the **Western Cape Home Educators Academy** is R 1 350 per **family**. This is a **once off** fee and includes the training of either the Father or Mother, in order to equip them to practise Home Education effectively. (see # on Training). The responsible parent must always complete the Training Course, as well as the Tutor - should a Tutor be chosen to home school the student/students.

The WCHEA is registered with Accelerated Education Enterprises as a Home Educators Academy, and the Principal, Mr. Axel van de Griendt, is accredited with the ETDP SETA (Education, Training and Development Practices Sector) as an official and accredited Assessor to conduct the Assessment of Outcomes Based Education.

3. **Your Home School Registration with Accelerated Education Enterprises South Africa**

Reg. costs of your Home School with **AEE** is a **once off fee** of R1 520 per family. This includes a Home Educator's Starter Kit with –

Home Educators Manual – which will be e mailed to you at confirmation of Registration with AEE South Africa.

Once the application/registration has been approved by AEE, you will receive an e mail to confirm this, with your official AEE Customer Number. Should your registration be approved by *AEE Enterprises*, **the abovementioned Home Educators Manual will be e mailed to the e mail address mentioned on your Registration form.**

4. **Registration with the Western Cape Education Department (WCED)**

Currently legislation (Article 51 of the SA Schools Act of 1996) requires that any school (including students being home schooled) be registered with the relevant Edu. Department, in this case, **the Western Cape Education Department.** The AEE Standard Service Agreement states that AEE will however provide material and services to a home school (whether it fulfils this responsibility to register with the WCED or not). Please note that this does not absolve the parent from the legal responsibility to comply with the law. After your registration with the **WCED**, we offer support with regards to all matters of home education relating to the Western Cape Education Department. (see # Enrolment). Once you receive an official certificate of registration from the WCED, indicating that your h/s is registered with them, you should immediately e mail a copy of it to the Western Cape Home Educators Academy.

5. Pre-school Programme

AEE offers the Pre-school with Ace and Christi Programme. Pre-school with Ace and Christi has step-by-step instructions that are easy to follow. This programme perfectly complements the ABC's with Ace and Christi Learning-to-Read Programme (Gr. 1) and helps to develop the skills necessary before a child begins the learning to read programme (Gr. 1). The Pre School programme includes Bible stories, Scripture memory, Christian character traits, 2000 activity pages and more. The programme consists of **four** Manuals (one per quarter) which **may be hired (if available)** for R 400 per quarter/manual. (Wall cards, CD's and PACEs/student work books excluded). Should this set of manuals not be available from the WCHEA, it must be ordered through this Academy from the AEE Warehouse in Durban. (Price available on request.) Wall cards, CD's, PACEs (student workbooks) etc. must be ordered additionally to the quarterly manuals.

6. ABC's Programme

The ABC's with Ace and Christi Learning-to-Read Programme is used during the first 12-15 weeks of **grade one**. This programme has **two** daily instructional Manuals for the Supervisor (parent) to follow. (One for every approx.6 weeks.) The ABC's programme uses phonics in teaching the child to read. It is structured for spiritual, physical and academic development. These two Manuals **may be hired (if available)** for R400 each per quarter/manual. (Wall cards, CD's, PACEs/student workbooks, etc. excluded. These should be ordered additionally to the manuals). Should this set of manuals not be available from the WCHEA, it must be ordered through this Academy from the AEE Warehouse in Durban. (Price available on request.)

7. **Diagnostic Testing** (Only for **students above Gr. 1**, and **not currently on the ACE program**)

These students will need to be tested diagnostically using the ACE (*School of Tomorrow)* testing material to see at what level they are ready to begin academic work. These tests will also reveal any learning gaps that the student may have. Because these learning gaps are to be completed before a student may continue at his/her level, **we do not recommend that students are introduced to the programme if they are beyond Grade 8**. There are, of course, exceptions to this rule. These tests are to be administered in Math, English, Social Studies/Science (Reading), Word Building, and cost approximately R 750 for the entire set. **These diag. tests are also available online where they are free of charge**. A red link to the Online Diag. Tests is provided on the "Curriculum" Tab of this web site. Please note that the online test does not assess some of the topics in Maths that form part of the CAPS curriculum.

8. Training

The 18 Sessions of the full 2 day (+/- 15 hrs) Training Course, are now available on You Tube, and can thus be completed in the comfort of your home, as you choose, either all at once, or a few sessions per day, without having to attend the Training at our office in George. The password for the link will be e mailed to you as soon as Registration with AEE and our Academy is completed. Should you decide to attend the Training Course in George, confirmation of this fact should be e mailed to me, and names of persons attending the Training Course need to be confirmed with us before the time - for planning purposes please.

The Training Course must be completed before official home schooling can commence. No refund is made should the training not be completed. If a parent or tutor has previously completed the AEE Supervisor's or Monitor's Training, certification to this regard must be presented to our Academy, in which case the attendance of a few of the 18 sessions of this Home Educators Training Course will not be necessary.

9. Quarterly Home Educator's Days / Regional Meetings

AEE schedules quarterly regional meetings, for all Educators, throughout all the Provinces of S.A. These meetings **may** be attended by Home School Parents, although specific **Home Educators Days are organised each quarter by our Academy (the WCHEA), in 3 regions of the Western Cape, which we encourage parents to attend.** At the Home Educators Days, we take into account the specific needs of the home schooling parents/students. These meetings serve to inform the home school of any new materials and procedures which *AEE* may have implemented or developed, and often serve as training sessions or discussion groups/workshops for parents.

Parents and children appreciate this day of interaction and fellowship. You will be notified about these Home Educators days on our WCHEA Regioanl Whatsap Groups. Please note that **attendance of all of these Quarterly Home Educators Days is compulsory for each Home School and will always be scheduledduring the week the Assessment Visits in each Region takes place. This will be communicated via the WCHEA Regional Whatsap Group.**

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10. Educators Convention

These conventions are scheduled **annually by the AEE OFFICE, and are held within the first quarter, normally during the month of March.** They are attended by **all educators (both home school and school)** involved in the ACE (*School of Tomorrow)* programme. It is a time for refreshing and reviving ideas and a time for encouraging educators in the continuing of educational excellence. **Home Educators should plan well ahead to attend this event.** You will need to register with the AEE National Office for this event annually.

11. Communication

AEE sends out an online, 4 monthly magazine, called **"The Accelerator".** This magazine will keep you informed as to the latest developments and happenings with regard to the ACE (*School of Tomorrow)* programme and other products provided by AEE. You will also be updated via the WCHEA Regional Whatsap Groups to keep you on par with important matters within the Western Cape Home Educators Academy, the Western Cape Education Department and any other related matters.

12. Host Fees

The **WCHEA** will serve as your host Academy, and will therefore be responsible for all academic **quarterly** assessments **at your home, annual moderations, H/Edu. Days, training, e-mail, telephonic correspondence, etc.** You will be advised of these quarterly appointments on the WCHEA Regional Whatsap Groups. We will also invoice you per school **quarter** for a Host fee, (**which already includes travelling expenses to your home etc.)** These fees are scheduled as follows: 1 child - R 1 550, 2 children – R2 300, 3 children – R2 900, 4 children – R3 450, 5 children – R3 950.
Including PACEs (Student Work Books) and other materials which could amount to approx. R750/child/**month**, this would bring your total **monthly** running costs to **approximately** R1 500 for the first child. (+/_R4 500 per school **quarter**). The **quarterly** host fee amount for families with more children will not be double as per 1 student, as travelling expenses are only invoiced once per family and Host Fees for more children are thus less per student. (As seen in price structure above.) Parents are invoiced for every school **quarter** and accounts are charged with an extra R50 per family, which will be credited to your account if you settle the account before the end of the first month of the given quarter. Should accounts not be settled before the end of the first month of the given quarter, the R50 will not be credited and will therefore become part of the amount to be paid for that given school quarter.

13. Curriculum Orders

You are able to order **PACEs (student work books), and score keys (answer booklets), DVD's, CD's, literature books, etc. through the W.C.H.E.A. website** as per your requirement. The costs per PACE and KEY (Effective from 1 March 202 – 28 Feb 2026) are between approximately R73,15 to R130 (incl. VAT) **each**, depending on the student's grade level and the subject chosen. There will be an approximate price Increase from AEE of 5% on 1 March '26.

The WCHEA then orders the required curriculum from the AEE Warehouse in Durban. **Score Keys (Answer booklets) etc. may be rented from the WCHEA if available,** at R 22.50 per key and Literature books / DVD's at R60 per Literature book / R100 per DVD where the whole Grade level is covered by one DVD. Should the score keys or Literature books / DVD's not be available from the WCHEA, they will be ordered at the relevant prices from the AEE Warehouse in Durban and you will be invoiced the full price as mentioned above as these items will become your property.

There are **12 PACEs per subject per grade level**, **normally in seven core subjects**.

Purchases are made from us (the WCHEA website) on a cash-before-ordering basis and details on ordering procedures are given at the Training Course. The WCHEA will order from the AEE Warehouse in Durban twice every month. You will be advised of these ordering dates via the WCHEA Regional Whatsap Groups. You will therefore have to ensure that your order reaches the office of the WCHEA **before 12h00** on these specified ordering dates.

Orders must be placed via the free WCHEA Website.

Please note that only home schools whose Host Fees are not in arrears may order through our Academy. Home Schools can not place Orders directly with the AEE Warehouse.

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14. Summary of Enrolment Procedures

Should you wish to be served by the Western Cape Home Educators Academy, please complete the following forms listed on the **Register** page of this Web site.

1. **"Western Cape Education Department Registration form for learners at home"** and drop it off or send it to the relevant WCED Circuit Manager/Area Office. There is no cost involved in this procedure.
Please ensure that the Circuit Manager's office signs for the acceptance of these documents, as you need proof that these forms have been handed in to them. It is important that a copy of this signed letter needs to be sent to the WCHEA as proof that the forms have been handed in to the Circuit Manager of the Western Cape Education Department.

You must also keep a copy of this form. The relevant circuit manager will visit you at your home after he/she received the h/s reg. form you sent to them.

2. The **"Parent Commitment Form"** with a deposit slip, payable to the Western Cape Home Educators Academy for the Registration with the Academy **(R1 350**) and the Diagnostic Testing, (**R 750** / child above Gr. 1) where applicable and **if these tests are not completed online, in which case they are free**.

3. The **"Application for the AEE Application for Registration Form"** and the **"Standard Service Agreement Form"**, with a cheque/deposit slip of **R1 520**, made payable to AEE Office.

4. A **letter/transfer form** from your children's previous schools to inform us that you are in good standing with them and that there are no fees outstanding (in case of students having attended a school registered on the ACE program.) Otherwise an official Transfer letter from the previous school will do.

Forms mentioned in point 1-4, should preferably be scanned in and e mailed to the WCHEA (address and contact details included in this letterhead at the top).

You are also free to pay the fees due directly into the following accounts:

- **AEE** (R1 520) directly into their cheque account, **ABSA Umhlanga Rocks, A/C no: 01 009 421 081,**

- Western Cape Home Educators Academy, (R1 350 plus Diagnostic testing fees of R700 where applicable if not completed on the website) directly into our cheque account, **ABSA Ceres 4056755308, Branch code-334107**. ***Host fees are also paid into this account on a school quarterly basis.***

Please send all deposit slips with your application to the Western Cape Home Educators Academy.

*Account number for **PACE (book) orders only**:*

- Western Cape Home Educators Academy - Orders, ABSA Ceres, Savings A/C, 9111953305, Branch Code 334-107.

Please do not hesitate to call us should you have any further enquiries. We look forward to welcome you into the ever growing Home Educators Family.

Yours in Biblical Educational Reform

AXEL VAN DE GRIENDT
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