education
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA

Ikhamanga Building, Government Boulevard, Riverside Park, Mpumalanga Province
Private Bag X11341, Mbombela, 1200.
Tel: 013 766 5552/5115, Toll Free Line: 0800 203 116

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MPUMALANGA
THE PLACE OF THE RISING SUN

# DAILY ATTENDANCE REGISTER

**ECD NAME:** Bethel Crèche & Pre-School **MONTH:** October **YEAR:** 2026 **QUARTER:** 4 **WARD:**

| | | | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 1 | Botha Liam | 3 | | | W | W | | A | A | A | P | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | 1 | 5 | ✓ | |
| 2 | Chabata Aliyah | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 3 | Chiloane Zanoxolo | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 4 | Credo Mashaba | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | |
| 5 | Devese Kairo | 4 | | | W | W | | A | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| 6 | Dibakwane Bokang | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 7 | Dlamini Sithelakuhla | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 8 | Dube Anele | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 9 | Dube Junior | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 10 | Dube Zanokuhle | | | | W | W | | A | P | P | P | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| 11 | Fakude Lethotuhle | 2 | | | W | W | | A | A | A | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | | 6 | | ✓ |
| 12 | Fakude Simthandile | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 13 | Fankomo Lazoya | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 14 | Hobyane Mikhenso | 2 | | | W | W | | A | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| 15 | Kgoedi Melokuhle | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 10 | 13 | 13 | 12 | | | 13 | 10 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 5 | 2 | 2 | 3 | | | 2 | 5 | | | | | | | | | | | | | | | | | | | | | | |

**ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN**

| DESCRIPTION | TOTAL | COMMENTS |
|---|---|---|
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
| 4. DECEASED | | |

*N.B* THE TOTALS MUST CROSS BALANCE*

*MARK WITH: ( P, A OR W )*

PRESENT
ABSENT
WEEKEND

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 16 | Khoza Justice | 1 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 17 | Khoza Sbongokuhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 18 | Khumalo Fion | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 19 | Khumalo Pelliah | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 20 | Kiara Sanderson | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 21 | Lamula Kgodoso | 3 | | | W | W | | A | A | A | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| 22 | Lawrence Abby | 4 | | | W | W | | A | P | P | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | 2 | 4 | | ✓ |
| 23 | Lawrence Taydén | 4 | | | W | W | | A | P | P | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | 2 | 4 | ✓ | |
| 24 | Lekhuleni Monde | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 25 | Lekhuleni Sanele | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 26 | Letshane Bothlale | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 27 | Leyane Sphiwosethu | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 28 | Liyam Sanderson | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 29 | Lubisi Favour | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 30 | Mabila Ubenami | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 12 | 14 | 14 | 13 | | | 13 | 13 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 3 | 1 | 1 | 2 | | | 2 | 2 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
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| 4. DECEASED | | |

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*MARK WITH: ( P, A OR W )*

| |
|---|
| PRESENT |
| ABSENT |
| WEEKEND |

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| **CHAIRPERSON** | **PRINCIPAL** | **TREASURER** |
|---|---|---|
| **DATE** | **DATE** | **DATE** |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 31 | Mabuza Kwandokuhle | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 32 | Mahatlani Wakwetsima | 5 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 33 | Maila Lisa | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 34 | Makola Boikano | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 35 | Makwela Charisma | 4 | | | W | W | | P | P | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 36 | Malete Nkazimulo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 37 | Malope Lerumo | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 38 | Maluleke Enelo | 4 | | | W | W | | A | P | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| 39 | Maluleke Gendo | 1 | | | W | W | | A | P | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| 40 | Malumane Hlelokuhle | 5 | | | W | W | | A | P | A | A | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 2 | 4 | | ✓ |
| 41 | Manhique Keitumetsi | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 42 | Manzini Andzani | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 43 | Maphanga Dumisile | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 44 | Marula Bokamosa | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 45 | Maseko Onalerona | 4 | | | W | W | | A | P | A | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 2 | 4 | ✓ | |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 10 | 15 | 13 | 10 | | | 14 | 14 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 5 | | 2 | 5 | | | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
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| PRESENT |
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| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 46 | Mashabane Atlehang | 4 | | | W | W | | P | A | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 47 | Mashabane Nhlabulo | 5 | | | W | W | | A | A | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | ✓ | |
| 48 | Mashabane Priyanka | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 49 | Mashego Princess | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 50 | Mashigo Asemahle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 51 | Mashile Opelong | 1 | | | W | W | | A | A | A | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | | 6 | | ✓ |
| 52 | Masuku Lwandile | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 53 | Masuku Unathi | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 54 | Mathebula Nhlanhla | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 55 | Mathebula Thandolwethu | 1 | | | W | W | | P | P | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| 56 | Mathibela Phetho | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 57 | Matsane Greyson | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 58 | Matsane Ofentse | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 59 | Mazibane Gemini | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 60 | Mbiza Lwandile | 6 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 12 | 12 | 14 | 14 | | | 13 | 14 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 3 | 3 | 1 | 1 | | | 2 | 1 | | | | | | | | | | | | | | | | | | | | | | |

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| 61 | Mchulu Rhulane | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 62 | Mdluli Ayama | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 63 | Mdluli Kayton | | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 64 | Mdluli Mpho | | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 65 | Mdluli Olwethu | 3 | | | W | W | | A | A | A | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 2 | 4 | ✓ | |
| 66 | Methula Ayama | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 67 | Mgiba Nsika | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 68 | Mgibe Tshego | 5 | | | W | W | | A | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| 69 | Mgwenya Bayandile | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 70 | Mgwenya Mellod | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 71 | Mgwenya Nonhle | 6 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 72 | Mgwenya Smamukele | 5 | | | W | W | | P | P | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| 73 | Mhaule Langelihle | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 74 | Mhlaba Brianna | 3 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 75 | Mhlanga Marquisa | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | TOTAL NUMBER OF CHILDREN PRESENT | | | | | | | 12 | 14 | 14 | 12 | | | 15 | 14 | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL NUMBER OF CHILDREN ABSENT | | | | | | | 3 | 1 | 1 | 3 | | | | 1 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| DESCRIPTION | TOTAL | COMMENTS |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
| 4. DECEASED | | |

*N.B* THE TOTALS MUST CROSS BALANCE*

*MARK WITH: ( P, A OR W )*

| |
|---|
| PRESENT |
| ABSENT |
| WEEKEND |

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____

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MPUMALANGA
THE PLACE OF THE RISING SUN

# DAILY ATTENDANCE REGISTER

**ECD NAME:** Bethel Crèche & Pre-School **MONTH:** October **YEAR:** 2026 **QUARTER:** 4 **WARD:**

| | | | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 76 | Milazi Wandile | 3 | | | W | W | | A | P | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| 77 | Mkhabela Sphokuhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 78 | Mkhabela Tirani | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 79 | Mkhabela Tiyani | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 80 | Mkhantswa Langelihle | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 81 | Mkhomazi Langelihle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 82 | Mkhondo Lethabo | 5 | | | W | W | | P | P | A | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 83 | Mkhonto Oarabile | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 84 | Mkhonto Tlotliso | 0 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| 85 | Mkhonto Vernon | 3 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| 86 | Mlombo Elami | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 87 | Mndawe Nhlanhlayethu | | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 88 | Mndawe Stsandziwe | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| 89 | Mnisi Aphiwe | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 90 | Mnisi Khwezikazi | 2 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | TOTAL NUMBER OF CHILDREN PRESENT | | | | | | | 12 | 15 | 14 | 15 | | | 14 | 15 | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL NUMBER OF CHILDREN ABSENT | | | | | | | 3 | | 1 | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| DESCRIPTION | TOTAL | COMMENTS |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
| 4. DECEASED | | |

*N.B* THE TOTALS MUST CROSS BALANCE*

*MARK WITH: ( P, A OR W )*

| |
|---|
| PRESENT |
| ABSENT |
| WEEKEND |

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____

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MPUMALANGA
THE PLACE OF THE RISING SUN

# DAILY ATTENDANCE REGISTER

**ECD NAME:** Bethel Crèche & Pre-School **MONTH:** October **YEAR:** 2026 **QUARTER:** 4 **WARD:**

| | | | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO | NAME AND SURNAME | AGE | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| 91 | Mnisi Leon | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 92 | Mnisi Nqubeko | 1 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| 93 | Mnisi Qiniso | 5 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| 94 | Mnisi Royalty | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 95 | Mnisi Sithelo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 96 | Mohale Manqoba | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 97 | Mokoena Alwande | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 98 | Mokoena Itumeleng | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| 99 | Mokoena Kelebogile | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Mokoena Melokuhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Mokoena Mkhululi | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Mokoena Neo | 4 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| | Mokoena Sihle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Mokoena Siphesihle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Mokoena Thato | 4 | | | W | W | | P | A | A | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 12 | 14 | 14 | 15 | | | 15 | 15 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 3 | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
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*MARK WITH: ( P, A OR W )*

| |
|---|
| PRESENT |
| ABSENT |
| WEEKEND |

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| **CHAIRPERSON** | **PRINCIPAL** | **TREASURER** |
|---|---|---|
| **DATE** | **DATE** | **DATE** |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____

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# DAILY ATTENDANCE REGISTER

**ECD NAME:** Bethel Crèche & Pre-School **MONTH:** October **YEAR:** 2026 **QUARTER:** 4 **WARD:**

| NO | NAME AND SURNAME | AGE | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| | Mona Hlelo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Mona Langalethu | 5 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| | Mona Lwando | 4 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | Mona Melokuhle | 3 | | | W | W | | A | P | A | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Mona Mpendulo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Monareng Ziyanda | | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | Morena Kgoshi | 2 | | | W | W | | A | P | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | Moyana Nkazimulo | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Msimango Bohlale | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Msimango Kamogelo | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nake Amanhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nake Rorisang | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Ndhlakude Botshelo | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Ndhlovu Quinton | | | | W | W | | P | P | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | Ndlovu Ayabonga | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 10 | 15 | 14 | 15 | | | 12 | 15 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 5 | | 1 | | | | 3 | | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
| 4. DECEASED | | |

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| |
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| PRESENT |
| ABSENT |
| WEEKEND |

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| **CHAIRPERSON** | **PRINCIPAL** | **TREASURER** |
|---|---|---|
| **DATE** | **DATE** | **DATE** |

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| NO | NAME AND SURNAME | AGE | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| | Ngobe William | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Ngobe Zanenkosi | 4 | | | W | W | | P | P | P | P | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | Ngobeni Clade | 3 | | | W | W | | P | P | P | P | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | Ngobeni Clayde | 3 | | | W | W | | A | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Ngomane Linhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Ngomane Phiwokuhle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Ngomane Zanothando | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Ngungu Lennon | 2 | | | W | W | | A | A | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | ✓ | |
| | Ngwenya Liam | 3 | | | W | W | | A | P | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | Ngwenya Mvelo | 3 | | | W | W | | A | P | A | P | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Ngwenya Terrian | 4 | | | W | W | | A | A | A | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | | 6 | | ✓ |
| | Nkambule Minenhle | 4 | | | W | W | | A | P | A | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | ✓ | |
| | Nkosi Enzokuhle | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nkosi Lebone Pearl | 3 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nkosi Sinokuhle | 4 | | | W | W | | A | A | P | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | 1 | 5 | | ✓ |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 8 | 12 | 12 | 9 | | | 12 | 9 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 7 | 3 | 3 | 6 | | | 3 | 6 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
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| PRESENT |
| ABSENT |
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| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| | Nkosi Snakekelo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nkosi Zanokuhle | 4 | | | W | W | | P | A | A | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | ✓ | |
| | Nkuna Asiphe | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nkuna Karabo | 4 | | | W | W | | A | A | A | A | W | W | A | A | | | | W | W | | | | | | W | W | | | | | | W | | 6 | | ✓ |
| | Nobunga Amara | 4 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | | ✓ |
| | Nonyane Nkhosikhona | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Nonyane Ocean | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Ntimba Tumi | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Nyathikazi Charisma | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Nyundu Happiness | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Ramashia Kingsly | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Roberto Itel | 5 | | | W | W | | A | P | A | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | Sambo Sphokazi | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Sedibe Melisa | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Sengwane Babongile | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 12 | 13 | 12 | 14 | | | 14 | 14 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 3 | 2 | 3 | 1 | | | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
| 3. TRANSFERRED | | |
| 4. DECEASED | | |

*N.B* THE TOTALS MUST CROSS BALANCE*

*MARK WITH: ( P, A OR W )*

| |
|---|
| PRESENT |
| ABSENT |
| WEEKEND |

**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____

education
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA

Ikhamanga Building, Government Boulevard, Riverside Park, Mpumalanga Province
Private Bag X11341, Mbombela, 1200.
Tel: 013 766 5552/5115, Toll Free Line: 0800 203 116

Litiko le Temfundvo, Umnyango we Fundo | Departement van Onderwys | Ndzawulo ya Dyondzo

MPUMALANGA
THE PLACE OF THE RISING SUN

# DAILY ATTENDANCE REGISTER

**ECD NAME:** Bethel Crèche & Pre-School **MONTH:** October **YEAR:** 2026 **QUARTER:** 4 **WARD:**

| NO | NAME AND SURNAME | AGE | DAYS OF THE MONTH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | DAYS | DAYS | SUBSIDISED ( X OR ✓) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | (P) | (A) | YES | NO |
| | Sengwayo Hlelolwakhe | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Shabangu Bonolo | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Shabangu Kgopotso | 5 | | | W | W | | A | A | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | ✓ | |
| | Shabangu Muhluri | 5 | | | W | W | | A | A | P | A | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | ✓ | |
| | Shikaya Lihle | 4 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Shongwe Lwandile | 2 | | | W | W | | A | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| | Sibiya Alwande | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Sibiya Ziyanda | 3 | | | W | W | | P | P | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 5 | 1 | ✓ | |
| | Sono Onalerona | 4 | | | W | W | | A | P | A | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Sundlhane Ntsako | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | | ✓ |
| | Thabethe Angel | 5 | | | W | W | | A | A | P | P | W | W | A | P | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Thagane Banele | | | | W | W | | P | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 4 | 2 | | ✓ |
| | Theko Minenhle | 5 | | | W | W | | P | P | P | P | W | W | P | P | | | | W | W | | | | | | W | W | | | | | | W | 6 | | ✓ | |
| | Vandhla Sky | 1 | | | W | W | | A | P | P | A | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | Vilakazi Cobolwakhe | 2 | | | W | W | | A | P | A | P | W | W | P | A | | | | W | W | | | | | | W | W | | | | | | W | 3 | 3 | | ✓ |
| | **TOTAL NUMBER OF CHILDREN PRESENT** | | | | | | | 8 | 12 | 13 | 11 | | | 12 | 12 | | | | | | | | | | | | | | | | | | | | | | |
| | **TOTAL NUMBER OF CHILDREN ABSENT** | | | | | | | 7 | 3 | 2 | 4 | | | 3 | 3 | | | | | | | | | | | | | | | | | | | | | | |

| ADJUSMENTS TO CHANGE IN NUMBER OF CHILDREN | | |
|---|---|---|
| **DESCRIPTION** | **TOTAL** | **COMMENTS** |
| 1. ADDITIONALS | | |
| 2. DROP -OUTS | | |
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*N.B* THE TOTALS MUST CROSS BALANCE*

*MARK WITH: ( P, A OR W )*

| |
|---|
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| ABSENT |
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**I DECLARE THAT THE INFORMATION IS CORRECT AND A TRUE REFLECTION**

| CHAIRPERSON | PRINCIPAL | TREASURER |
|---|---|---|
| DATE | DATE | DATE |

**DEPARTMENTAL REPRESENTATIVE:** _____ **DATE:** _____