



**CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT**

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**ASSESSMENT INSTRUCTION 20 OF 2020**

**TO: DEPUTY DIRECTORS-GENERAL  
CHIEF DIRECTORS  
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS  
CHIEF EDUCATION SPECIALISTS  
CIRCUIT MANAGERS  
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS  
PRINCIPALS OF ALL AET LEVEL 4 CENTRES  
TEACHER UNIONS / ORGANISATIONS  
SCHOOL GOVERNING BODIES**

**DATE: 13 JULY 2020**

**IMPLEMENTATION AND QUALITY ASSURANCE OF 2020 SCHOOL BASED  
ASSESSMENT: GRADES 10-12**

This Assessment Instruction has the reference to National Assessment Circular E11 of 2020:

1. This Assessment Instruction outlines the principles and procedures to be followed in the administration, moderation and quality assurance of School Based Assessment (SBA) for Grades 10-12, in light of the reviewed Annual Teaching Plans (ATPs) to accommodate the shortened academic year.
2. In the case of Grade 12, there has been no trimming of the curriculum but the SBA has been reviewed to allow for more teaching time and to ensure that the COVID-19 regulations relating to social distancing and hygiene are maintained.
3. **Principles that governed the reviewing of the SBA for Grades 10-12:**

- a) All SBA requirements for Term 1 should have been completed by each school before the end of the term. In the event that schools were unable to administer all the designated Term 1 assessment tasks before the closure of schools on 18 March 2020, such assessment tasks should remain incomplete and must be recorded on SA-SAMS as incomplete. A code of “-1” must be captured for the assessment task/s not administered in Term 1. SA-SAMS will use the remaining assessment tasks for the automatic re-calculation of the SBA mark for such candidates.
- b) The 2020 Mid-Year Examinations, which is normally scheduled for June, will not be administered across Grades 10-12 but the final, summative examinations scheduled in October/November, will be administered.
- c) The Preparatory Examination for Grade 12 will be written by all schools.
- d) Where possible, written tests that constituted part of the SBA tasks were excluded in favour of alternative forms of assessment tasks, such as, projects, assignments, case studies, etc. that will enable the assessment of knowledge, skills and competencies that cannot be assessed in the written examinations.
- e) In terms of Grades 10 and 11, the assessment requirements relating to Languages were not amended as these require skills that have been developed over the years. The main amendments to the Languages in Grades 10 and 11, relate to Paper 2 where set works, and the variety of genres are assessed.
- f) The number of Oral Tasks in Languages for Grades 10 to 12 were reduced.
- g) All Practical Assessment Tasks (PATs) were reviewed for Grades 10-12 to accommodate the COVID-19 Regulations. Consideration was also taken of the Occupational Health and Safety measures that must be applied in all the Technology, Services and Arts subject fields.
- h) The practical aspect of the Life Orientation (LO) Physical Education Task (PET) across all Grades has been excluded to accommodate the COVID-19 health and safety protocols. The theoretical aspects of the PET will, however, be done as indicated in **Annexure A**.
- i) Group/ensemble performances in the Performing Arts have been adapted to solo performances aligned to the same assessment criteria.

4. Refer to **Annexure A** for a Summary of the SBA Requirements for Grades 10-12, and a “School Instruction” for each of the subjects. The SBA requirements must be read in

conjunction with the revised 2020 ATPs that were disseminated to Provincial Education Departments (PEDs) by the Department of Basic Education (DBE) on 26 May 2020 in Circular S2 of 2020.

**5. Failure of a School to complete the prescribed tasks as outlined in Annexure A, due to Valid Reasons.**

a) In cases where a school is unable to complete the prescribed tasks as outlined in **Annexure A**, due to legitimate reasons emanating from the rotational model of school attendance, school closure due to detection of infections, approval must be obtained from the District Director to omit the prescribed assessment task, and compute the SBE marks based on the reduced number of tasks. The code “-1”, must be captured on SA-SAMS for this specific task, and the school must be able to provide written confirmation from the District Director, during the monitoring and verification process.

**6. Learners not attending school due to co-morbidities or any other reason relating to COVID-19.**

a) In cases where learners are not attending school due to COVID-19 related reasons, but are subjected to home learning, under the guidance of the parent, the assessment requirements for the remaining duration of the academic year must be communicated to the parent in writing, well in advance of the scheduled assessment. The school must accommodate the learner for the specific assessment/test/examination at the school, taking into consideration the specific circumstances of the learner.

**7. Quality Assurance of SBA in Grades 10-12:**

a) As per current policy, moderation systems for SBA, which includes Orals and PATs must be strengthened at school, district, provincial and national levels.

b) The DBE normally conducts external moderation of SBA at the Grade 12 level, during June/July and September/October. There will be no June/July moderation but national moderation during September/October 2020 for Grade 12 will still be conducted as scheduled.

c) District and provincial moderation plan for Grade 12 must be submitted to the DBE by 31 July 2020 so that DBE can plan its national moderation accordingly.

d) All schools must be moderated by the district for Grades 10 - 12.

## **8. Alternative Moderation Modalities for SBA.**

- a) New moderation modalities that are fit for purpose will be piloted by the DBE to ensure social distancing and minimise travel requirements.
- b) The modality could be one of, or a combination of the following modes: onsite moderation at a school, off-site moderation based on sampled portfolios submitted by schools, use of online applications that allow for the upload of digital images of learner evidence and implementation of a shared drive that enables electronic/onscreen moderation. Further details regarding these new modalities will be communicated in due course.

## **9. Monitoring of SBA Implementation**

- a) PEDs need to monitor and support schools and districts in their moderation to ensure the authenticity of the learner evidence, verify marks awarded by teachers and ensure that the revised/adapted SBA/Oral/PAT assessment requirements have been complied with and is a reliable and valid outcome for each learner.

## **10. Compliance with Covid-19 Occupational Health and Safety Requirements**

- a) Districts must ensure that all schools implement the COVID-19 social distancing protocols, hand sanitisation, and sanitisation of the workspace in all subjects with a practical component.
- b) The rotation of learners in workshop situations and the sanitisation of workshop equipment and machinery must be closely monitored at schools.
- c) Clear guidelines must be provided to teachers and learners to confirm the use of face masks in the conduct of certain performance tasks in subjects like Dramatic Arts, Music, Dance, etc.

## **11. Marking of Grade 12 Practical Examinations**

- a) All Grade 12 Practical Examinations that form part of the Grade 12 examination must be marked externally and moderated externally, as set out in the respective subject Curriculum Assessment Policy Statement (CAPS) documents.
- b) Notwithstanding, the dynamic nature of the emerging and practical impact of COVID-19 on schools, provinces that are unable to facilitate and conduct the marking and moderation of the Grade 12 Practical Examinations, externally, as set out in the respective subject CAPS documents, must request written approval for deviations from the norm.

- c) The implementation of uniform systems and processes in the marking of the final 2020 National Senior Certificate (NSC) Practical examinations in the Creative and Performing Arts, will ensure that the integrity of the examination is upheld, and that no learner is disadvantaged in the assessment process.
- d) All provinces must ensure that the maximum duration for the entire practical examination process in the respective Creative and Performing Arts subjects is adhered to, based on the revised academic calendar.

**12. Use of SA-SAMS in the Capture and Computation of SBA Grade 10 - 12 Marks for 2020**

- a) SA-SAMS contains a built-in functionality to address cases where an assessment is not administered e.g. absenteeism with a valid reason or in cases of an unforeseen event. By capturing “-1” as a code, it removes the task from the learner’s SBA and promotion mark and automatically redistributes the weight proportionally to the other tasks.
- b) In response to the Covid-19 review the following principles will be applied in the capturing of marks:
  - i. All Term 1 SBA marks must be captured.
  - ii. The 2020 June Examinations are excluded across Grades 10-12 from SBA and a code of “-1” is captured for all learners.
  - iii. A code of “-1” will also be captured in the case of all other tasks that may not be administered.
  - iv. SA-SAMS version 20.0.0 will accommodate changes on the “fixed” assessment totals and weights and a function to add the code of “-1” to a whole group of learners.
  - v. Schools must ensure that all marks are verified thoroughly and signed off before learner reports and quarterly schedules are generated.

Your support in ensuring compliance to the content of this Assessment Instruction will be greatly appreciated.



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**MR R TWYAKADI**  
**DDG: CURRICULUM MANAGEMENT AND DELIVERY**

21/07/2020

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**DATE**