



ASSESSMENT & EXAMINATIONS

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ASSESSMENT INSTRUCTION 48 of 2013

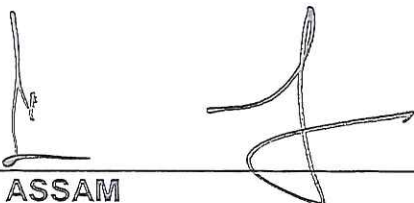
TO: DEPUTY DIRECTOR-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF ALL PUBLIC AND INDEPENDENT SCHOOLS
(GRADES 10-12)
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 12 NOVEMBER 2013

**BRIEF SUMMARY: CLARIFICATION OF THE GRADE 12 PROGRAMME OF
FORMAL ASSESSMENT POLICY STATEMENT (CAPS) FOR
IMPLEMENTATION IN JANUARY 2014**

1. Circular S5 of 2013 has been received from the Department of Basic Education (DBE) with reference to the clarification on the Grade 12 Programme of Formal Assessment in the *Curriculum and Assessment Policy Statement (CAPS)* for implementation in January 2014.
2. The Department of Basic Education is incrementally implementing the *Curriculum and Assessment Policy Statement (CAPS)*. In 2014, the CAPS will be implemented in Grade 12.
3. During the CAPS orientation with subject advisors across Provinces, particular areas were identified with regard to the Grade 12 Programme of Formal Assessment in the subject Life Sciences that were not understood.
4. This Assessment Instruction brings to your attention the inconsistencies and inaccuracies in the calculation of School Based Assessment (SBA).

5. The errata is attached as an Annexure to this Assessment Instruction and is also available on the Departmental website: www.ecdoe.gov.za
6. All Heads of Education Institutions are requested to bring the contents of Circular S5 of 2013 as attached to this Assessment Instruction to the attention of all District officials, Principals and Teachers of both public and independent schools.



I. ASSAM

**DDG: STRATEGIC CO-ORDINATION AND ACTING DDG:
TEACHING AND LEARNING SERVICES**





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10 June 2013

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HEADS OF PROVINCIAL EDUCATION DEPARTMENTS
HEADS OF EXAMINATION
HEADS OF PROVINCIAL CURRICULUM SECTIONS
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PUBLISHERS' ASSOCIATION OF SOUTH AFRICA
AFRICAN PUBLISHERS' ASSOCIATION
NATIONAL TEACHER ORGANISATIONS

CIRCULAR S5 OF 2013

Brief summary: Clarification on the Grade 12 Programme of Formal Assessment in the Curriculum and Assessment Policy Statement (CAPS) for implementation in January 2014


The Department of Basic Education is incrementally implementing the *Curriculum and Assessment Policy Statement (CAPS)*. In 2014, the CAPS will be implemented in Grade 12.

During the CAPS orientation with subject advisors across provinces, particular areas were identified with regard to the Grade 12 Programme of Formal Assessment in the subject Life Sciences that were not understood.

This circular serves to clarify the misunderstandings.

I therefore wish to bring to your attention the inconsistencies and inaccuracies in the calculation of the School Based Assessment (SBA). The clarification will be published as an errata. The errata is attached as an Annexure to this circular and will also be made available on the Departmental website.

You are kindly requested to bring the contents of **Circular S5 of 2013** to the attention of all provincial and district officials, principals and teachers of both public and independent schools.



MIR PB SOOBRAYAN
DIRECTOR-GENERAL
DATE: 02/08/2013

ANNEXURE

4. Further elaboration on the different tasks of the Programme of Formal Assessment:

4.1 Tests and Examinations

When designing the tests as well as the mid-year and trial examinations, the Life Sciences teacher must ensure that:

- The test is a minimum of 50 marks
- The test in term one covers all work done in that term
- The test in term two and term 3 covers at least half of the work covered in the respective terms
- The mid-year examination covers work completed in term 1 and term 2
- The trial examinations cover work completed in terms 1, 2 and 3, and must include the section on 'Human Impact' from Grade 11
- Mainly Specific Aims 1 and 3 are covered
- Specific Aim 2 (knowledge and understanding of investigations and practical work) is also included but in a smaller proportion compared to Specific Aims 1 and 3
- Tests and examinations are balanced in terms of cognitive levels and topic weightings. In this regard weighting grids should be used.
- Tests and examinations are analysed diagnostically and appropriate remedial and intervention strategies are instituted
- Tests and examinations follow the external examination in its design, rigour and format

4.2 Practical Tasks

When designing the practical tasks, the Life Sciences teacher must ensure that:

- At least ONE of the practical tasks includes manipulation of apparatus and/or collection of data
- All 7 skills are covered over the three practical tasks
- Any ONE practical task assesses at least 3 of the 7 skills and must include skill 6 and/or 7
- 20-40 marks are allocated to a practical task

4.3 Research Project/Assignment

For this category of assessment, the Life Sciences teacher must ensure that:

- The research project/assignment covers Specific Aims 1, 2 and 3
- The marks for the research project/assignment are recorded in the 3rd term even if it is completed in term 1 or term 2
- 100 marks are allocated to the research project/assignment
- At least ONE of the tasks across Grades 10-12 is a research project
- At least ONE of the tasks across Grades 10-12 is an assignment

4.3.1 Research Project

When designing the research project, the Life Sciences teacher must ensure that it:

- Is a long term task (at least 3-weeks of non-contact time);
- Is recorded in the third term even if it is given and assessed in term 1 or term 2;
- Is an investigative task;
- Focuses on the accessing of knowledge through literature research as well as through primary sources such as people;
- Includes sub-skills such as:
 - Formulating investigative questions and hypotheses;
 - Gathering information from a variety of sources;
 - Manipulating and processing information;
 - Analysing information;
 - Identifying patterns;
 - Evaluating data;
 - Drawing valid conclusions;
 - Communicating findings.

4.3.2 Assignment

When designing the assignment, the Life Sciences teacher must ensure that it:

- Is a short term task (1 ½ - 2 hours under controlled conditions)
- Is completed at school and not at home
- Is recorded in the third term even if it is given and assessed in term 1 or term 2
- Covers a variety of topics

- Includes as many as possible of the following:
 - Analysing and interpreting data
 - Making drawings
 - Plotting graphs
 - Drawing tables
 - Performing calculations
 - Justifying conclusions

4.4 Format of a Life Sciences examination paper

Sections	Type of questions	Marks
A	Short answer, objective questions for example MCQ, Terminology, columns/ statement and items	50
B	A variety of questions types. 2 questions of 40 marks each divided into 2 – 4 subsections	2 x 40
C	Essay	20