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ASSESSMENT INSTRUCTION 27 OF 2021

TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
CIRCUIT MANAGERS
DEPUTY CHIEF EDUCATION SPECIALISTS
SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS (GRADE 12)
TEACHER UNIONS/ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 19 JULY 2021

GUIDELINES ON THE ADMINISTRATION OF THE TOURISM PRACTICAL ASSESSMENT TASK (PAT) FOR 2021: NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATIONS

1. This Assessment Instruction is based on Circular E18 of 2021. Practical Assessment Tasks (PATs) have been developed in the subjects that have a practical component. These PATs are part of the assessment requirements for the 2021 National Senior Certificate (NSC) Examinations as stipulated in the Curriculum Assessment Policy Statement (CAPS).
2. The format of the 2021 Tourism PAT changed in line with the Abridged Section 4 Grade 12 CAPS Amendments (January 2021). The Teacher Guidelines for the Tourism PAT were made available to schools earlier this year.
3. Teachers will be part of a mediation session organised by the Provincial Education Department (PED) on the administration of the PAT and how to prepare candidates for the writing sessions. Principals, and Heads of Department responsible for Tourism must ensure that the teachers of Tourism use the Teacher Guidelines (Mediation and Information) to adequately prepare the candidates for the undertaking of the 2021 Tourism PAT.

THE ADMINISTRATION OF THE TOURISM PAT

4. The Tourism PAT must reach schools by 26 July 2021 and must be administered between **2–13 August 2021**.
5. Districts are requested to ensure that the 2021 PAT is distributed to all schools offering Tourism at Grade 12 level.
6. The PAT will be administered during school hours under **controlled** conditions. Controlled conditions implies that the writing of the PAT must take place at the school during the scheduled times under the supervision of an invigilator appointed by the school principal. The teacher(s) of Tourism cannot serve as an invigilator.
7. The time allocated for the PAT is 8 hours, broken down into two four (4) hour sessions. The two four (4) hour sessions must be scheduled over two **consecutive** days. Break times in-between sessions are to be implemented at the discretion of the school.
8. Candidates must report to the school on both Day 1 and Day 2 scheduled for the Tourism PAT.
9. Candidates not attending the PAT writing session (with or without a valid reason) will be dealt with in accordance with the *Regulations on the Conduct, Administration and Management of the National Senior Certificate examinations*.

THE WRITING OF THE PAT

10. The PAT consists of two parts, **Day 1** and **Day 2** and includes a Resource Pack.
NOTE: *The PATs for Day 1 and Day 2 and the accompanying Resource Pack are not made available to teachers or mediated with candidates beforehand and are ONLY handed out during the respective writing sessions.*
11. Each candidate must receive their own copy of the PAT, the Resource Pack and an answer book. Candidates will receive the PAT for Day 1 on the first day and the PAT for Day 2 on the second day of the writing sessions.
12. The same Resource Pack will be used for the writing sessions on Day 1 and Day 2. The completed PAT for each day and the Resource Pack must be collected at the end of each writing session.
13. When candidates receive the PAT package for the day, they must ensure that all pages are included. Candidates should spend 10 minutes to read the instructions and become familiar with the content of both documents.
14. Only resources and addenda provided in the official Resource Pack may be used. Candidates will NOT be allowed to bring any other resources into the venue. No electronic equipment (computers, laptops, cellphones, internet access) are allowed for the writing of the PAT.

15. The PAT for each day must be completed on the day scheduled. No extra time will be granted, except where concessions are awarded to candidates with special needs.
16. All PATs must be handwritten, except for candidates who have applied for a concession.
17. Sharing of stationery will not be allowed in the writing venue.
18. The Tourism teacher should be present at school on the days the PAT is written in order to provide clarity and guidance when required. There should be 1 invigilator for every 30 candidates.
19. Your support in the appropriate administration of the 2021 Tourism PAT is appreciated.
20. The heads/principals of educational institutions should ensure that the content of this assessment instruction is distributed to all Grade 12 teachers, learners and other relevant stakeholders.

MR R. TYWAKADI
DDG: CURRICULUM MANAGEMENT AND DELIVERY

20/07/2021
DATE