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Enquiries: District Assessment Coordinators

Circular: 0051/2020
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To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Deputy Directors, Chief Education Specialists, Heads: Curriculum Support, Heads: Management and Governance, Deputy Chief Education Specialists, Circuit Managers, Subject Advisers and Heads of institutions in the General Education and Training (GET) band

Short summary: *2020 Special condonation dispensation for learners in Grades 4–9.*

Subject: 2020 Special condonation dispensation for learners in Grades 4–9

1. The Department of Basic Education provided the Western Cape Education Department (WCED) with National Assessment Circular 07 of 2020, dated 19 November 2020, in which clarity is provided on the application of the special condonation dispensation for learners in Grades 4–9 in 2020.
2. Schools should read this circular in conjunction with WCED Circular 0018/2020, dated 03 August 2020 and Curriculum and Assessment Management Minute 0006/2020, dated 14 October 2020.
3. Mark adjustments and condonations are used as special dispensations to offset potential high retention of learners in an academic year. In 2020, due to the COVID-19 pandemic disruptions and related learning losses experienced, the application of the special condonation dispensation will be implemented for Grades 4-9.
4. The special dispensation for mark adjustments and the Mathematics condonation build upon the 2019 requirements as per Assessment Management Minute 0016/2019, dated 06 November 2019, with the following amendments:

- 4.1 Mark adjustments and the Mathematics condonation are applicable to Grades 4-9.
- 4.2 A mark adjustment not exceeding **5%** must be applied in a maximum of **three subjects**.
- 4.3 **Thereafter**, a condonation in Mathematics must be applied. If a learner has met all the requirements in respect of progression (for Grades 4-6) or promotion (for Grades 7-9) from one grade to the next, **except, he/she has not attained a level 3 (40%) in Mathematics** and therefore must be retained, such a learner must be condoned in Mathematics.
- 4.4 If learners still do not meet the progression guidelines for **Grades 4–6** after adjustments have been applied in three subjects and a condonation was applied for Mathematics, learners may still be **progressed with support** based on the professional judgement of the principal and teachers at the school.
5. In the case of 2020 Grade 9 learners, it must be noted that learners who do not obtain a minimum mark of 30% in Mathematics (after the condonation has been approved), they still have the option to offer Mathematics or Mathematical Literacy in Grade 10.
6. WCED Circular 0044/2020, dated 18 November 2020, provided clarity for dealing with learners who have not attended school since 01 June 2020. All learners that the school has not deregistered and have remained on the CEMIS system, must be resulted. In the event of an absence in terms of a formal assessment, either a valid or invalid absence must be captured for the task. A valid absence will result in a recalculation of the final mark, whereas an invalid absence will result in a zero being awarded for a missed formal assessment task.
7. Normal progression principles will apply regarding learners who have already been retained in the phase.
8. Schools that make use of the WCED's recording and reporting programmes for Grades 4-9, must follow the process described below:
 - 8.1 Schools will be required to download the new **Version 3** programmes from CEMIS for Grades 4-9 from the first week in December 2020 and then import the marks from their existing files into the new version.
 - 8.2 Both the adjustment and condonation process will be completely automated once the purple button on the schedule is clicked.
 - 8.3 The schedule, verification page and report card will automatically reflect the changes.

9. Schools that make use of their own recording and reporting programmes and have learners who will be affected by this special condonation dispensation, must complete the process as described in the attached National Assessment Circular 07 of 2020 (**Annexure A**) at the end of the year.
10. The updated schedule, adjustment and repeat (NRP) lists, and verification page must be printed and presented to the circuit manager for verification at the end of the year.
11. The above condonation dispensation does not, in any way, change the subject programme requirements or the overall progression/promotion requirements for Grades 4-9.
12. Please note that the condonation dispensation and mark adjustments is applicable in 2020 for Grades 4-9.
13. Principals of schools offering Grades 4–9 are kindly requested to share the contents of this circular with all teachers.

SIGNED: BK SCHREUDER

HEAD: EDUCATION

DATE: 2020-12-04