

File no.: 19/3/1
Reference: 20221006-7399

Circular: 0039/2022
Expiry date: 31 December 2022

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 band

Short summary: *Special mark adjustment and condonation dispensation in Grades 4-9.*

Subject: 2022 Special mark adjustment and condonation dispensation for learners in Grades 4-9

1. The Department of Basic Education released National Assessment Circular 05 of 2022, dated 05 October 2022, in which clarity is provided regarding the application of the special mark adjustment and condonation dispensation for learners in Grades 4-9 in 2022.
2. Mark adjustments and condonations are used as a special mechanism to address any disadvantage emanating from the implementation of policy changes and other challenges that may be unique to that academic year. In 2022, due to the learning losses experienced in Grades 4-9 related to the cumulative effects of the COVID-19 pandemic that disrupted schooling in 2020 and 2021, the application of this special condonation dispensation, as in the previous two years, is necessary.
3. In 2022, the mark adjustment and condonation dispensation will be as follows:
 - 3.1 Mark adjustments are applicable to learners in Grades 4-9.
 - 3.2 A mark adjustment not exceeding **5%** is allowed in a maximum of any **three subjects** offered by the learner. This implies that a learner can be awarded a mark between 1% and 5% of the mark obtained by the learner in a subject, if this will give the learner the achieved status.

- 3.3 **Thereafter**, the condonation in Mathematics must be applied. Where 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 but **has not attained a level 3 (40%) or higher in Mathematics** and therefore has to be retained, such a learner must be condoned in Mathematics.
- 3.4 The condonation in **Mathematics** is applicable only to learners in Grades 4-9.
- 3.5 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 in Mathematics, learners may still be **progressed with support** based on the professional judgement of the principal and teachers at the school.
- 3.6 Grade 9 learners who obtain a Mathematics condonation still have the option to offer Mathematics or Mathematical Literacy in Grade 10.
4. Mark adjustments and condonations are also applicable to learners in special schools and Schools of Skill that offer technical or occupationally orientated subjects.
5. Normal progression principles will apply to learners who have already been retained in the phase.
6. Schools that make use of the Western Cape Education Department's recording and reporting programmes for Grades 4-9, must follow the process described below:
- 6.1 All schools **must download** the new **version 2** programmes from CEMIS that are now available for Grades 4-9 and then import the marks from their existing files into the new version.
- 6.2 Both the adjustment and condonation process will be completely automated once the purple button on the schedule is clicked.
- 6.3 The schedule, verification page and report card will automatically reflect the changes correctly.
7. Schools that make use of their own recording and reporting programmes and have learners who will be affected by this special mark adjustment and condonation dispensation, must complete the process as described in the attached National Assessment Circular 05 of 2022 (**Annexure A**) at the end of the year.
8. The updated schedule, adjustment and repeat lists, and verification page must be printed and presented to the circuit manager for verification at the end of the year.

9. The above condonation dispensation does not, in any way, change the programme requirements or the overall progression/promotion requirements for Grades 4-9, as stipulated in paragraph 21 of the *National policy pertaining to the programme and promotion requirements of the National Curriculum Statement Grades R-12* as published in Government Notices 1115 and 1116 in *Government Gazette No. 36042* of 28 December 2012.
10. Please note that the mark adjustment and condonation dispensation are applicable in 2022 for Grades 4-9.
11. Principals of schools offering Grades 4-9 are kindly requested to share the contents of this circular with all teachers.

SIGNED: B WALTERS

HEAD: EDUCATION

DATE: 2022-10-20