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13/2/3
Enquiries: R van der Horst

Assessment Management Minute: 0014/2017

To: Deputy Directors-General, Chief Directors, Directors (Head Office and district offices), Chief Education Specialists, Circuit Managers, Heads: Curriculum Support, Heads: Management and Governance, Deputy Chief Education Specialists, Assessment and Examination Coordinators, Subject Advisers and Heads of all educational institutions

Subject: 2017 Special condonation dispensation for learners in the Senior Phase

1. The Department of Basic Education (DBE) released National Assessment Circular 1 of 2017 on 29 August 2017, which indicates that a special condonation dispensation has been approved to accommodate learners whose promotion to the next grade may be adversely affected by the compulsory requirement of attaining a level 3 (40%) in Mathematics.
2. In a case where the learner has met all the requirements in respect of promotion from one grade to the next (i.e. Grade 7, 8 and 9), except has not attained a level 3 (40%) in Mathematics and therefore has to be retained, such a learner must be condoned in Mathematics.
3. The process of mark adjustment as set out in Assessment Management Minute 0020/2015 remains applicable. This means that the mark adjustments, as described in Assessment Management Minute 0020/2015, **must first be applied** (5% in three subjects for 2017) and only thereafter can this special condonation dispensation be effected.
4. It is advised that schools that make use of Western Cape Education Department recording and reporting programmes for Grades 7, 8 and 9, must follow the process described below:
 - 4.1 Schools will be required to download new programmes for Grades 7, 8 and 9 from CEMIS **(2017 Version 3) in term 4 of 2017** and then import their existing files into the new versions.

- 4.2 A detailed step-by-step procedure will be provided on CEMIS once the 2017 Version 3 programmes have been uploaded. It is envisaged that Version 3 will be available by 30 October 2017. Both the adjustment and condonation process will be completely automated.
- 4.3 The schedule, verification page and report card will automatically reflect the changes.
5. Schools that make use of their own recording and reporting programmes and have learners that will be affected by this special condonation dispensation must complete the process as described in the attached (**Annexure A**) DBE National Assessment Circular 1 of 2017 at the end of the year.
6. The updated schedule, adjustment list and verification page must be printed and presented to the circuit manager for verification at the end of the year.
7. Where necessary, the final promotion status of learners on CEMIS must be captured as "*Promoted with Mathematics condonation*".
8. Please note that this condonation dispensation is only applicable in 2017 for Grades 7, 8 and 9.
9. In the case of 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), will not be allowed to offer Mathematics in Grade 10. Such learners may only enrol for Mathematical Literacy. This decision will also have an impact on subject combinations (Physical Sciences and Accounting requiring Mathematics).
10. The above condonation dispensation does not, in any way, change the subject programme requirements or the other subject promotion requirements for the Senior Phase.
11. Principals are requested to bring the content of this minute to the attention of all Grades 7, 8 and 9 teachers.

SIGNED: PAD BEETS

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2017-09-12