Isikhokelo sokulawulwa kwezitenxo zovavanyo kwinqanaba lesithili

1. Intshayelelo

NgokweMimiselo *Regulations pertaining to the Conduct, Administration and Management of Assessment for the National Senior Certificate, eyapapashwa kwiGazethi kaRhulumente 31337,* neyafakelwa izilungiso *nge*-16 Meyi 2014, isithili ngasinye masiseke iKomiti yeSithili yokuSingatha iZitenxo zoVavanyo (*District Assessment Irregularities Committee (DAIC))* yaye ukwakhiwa nemisebenzi kumiselwa yimigaqo yesi sikhokelo. Injongo yesi sikhokelo kukuncedisa izithili zemfundo ekulawuleni izitenxo zovavanyo kwinqanaba lesithili.

2. Ukwakhiwa kwe-*DAIC*

2.1 I- *DAIC* iya kuba naba bantu balandelayo:

(a) Umlawuli wesithili okanye igosa ekudluliselwe kulo amagunya, liya kusebenza njengosihlalo we-*DAIC*. Olo dluliso magunya kuya kufuneka lubhalwe phantsi.
(b) Umququzeleli wovavanyo wesithili.
(c) Bonke abaphathi beesekethe.
(d) Ilungu elinye le-*PEIC*. Eli gosa liya kusebenza njengegosa loqhagamshelwano phakathi kwe-*PEIC* ne-*DAIC*.
(e) Iingcali zezifundo zezithili ezityunjwe ngenxa yemfuno ekhoyo ngokususela kubunjani besitenxo esisingathiweyo.

2.2 Ixesha lokubasesikhundleni le-*DAIC* liya kuba yiminyaka emithathu.

3. Imisebenzi ye-*DAIC*

Ikomiti ye-*DAIC* —

3.1 mayinike inkxaso ekusekweni kweeKomiti zeZikolo zoKujongana neZitenxo zoVavanyo (*SAICs*);

3.2 mayixhobise ii-*SACIs* ngokumalunga nokuqatshelwa kwezitenxo, ukwenza uphando ngazo, ukuwiswa kwezohlwayo nokunika ingxelo ngazo ngokunjalo;

3.3 mayiqinisekise ukuba izohlwayo njengoko zicaciswe yi-*PEIC*, ngokumalunga neeMvavanyo eziQhubekela eZikolweni (*School-Based Assessments*)/neMisebenzi yoVavanyo yePraktikhali *(Practical Assessment Tasks*)/iiMvavanyo ze-Orali zeeLwimi

(*Language Oral Assessments*), ziphunyezwa ngokungatshintsha-tshintshiyo kwizikolo ngokubanzi;

3.4 mayiququzelele yaye inike inkxaso ii-*SAICs* ekujonganeni nezitenxo zovavanyo kwizikolo ezichaphazelekayo;

3.5 mayifumane iingxelo ezivela kwii-*SAICs* kumphathi wesekethe rhoqo;

3.6 mayingenelele kumatyala apho izitenxo zingenako ukusonjululwa zii-*SAICs*;

3.7 mayiphande ngazo naziphi na izitenxo eziqhubekele ezikolweni xa kuceliweyo oko ngumlawuli wesithili okanye elo gosa lakhe kudluliselwe kulo amagunya;

3.8 mayiqinisekise ukuba izitenxo zovavanyo zisingathwa ngendlela engatshintsha-tshintshiyo kwisithili ngokubanzi;

3.9 mayiqaphele ezo zikolo kumana kusenzeka izitenxo kuzo okanye ezo zikolo zixhaphakileyo kakhulu izitenxo kuzo yaye zinikwe inkxaso; nokuba

3.10 mayiphande okanye incedise ekusingathweni kwezitenxo zovavanyo xa kuceliwe yi-*PEIC* okanye yiNtloko yeeMviwo.

4. Ukuqatshelwa nokunika ingxelo ngesityholo sesitenxo

4.1 Isityholo sesitenxo esichaphazela naziphi na iimviwo zeSatifikethi seMatriki sikaZwelonke, ezeSatifikethi seMatriki neze-*ABET Level 4*, masichazelwe umphathi wesekethe noNdlunkulu ngokukhawuleza kule dilesi ilandelayo:

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Attention: N Valentyn (Room 5–20, 5th Floor)
Western Cape Education Department
Grand Central Building
Lower Parliament Street
Cape Town
8001

Ifoni: 021 467 2984
Ifeksi: 021 467 9370
Idilesi ye-imeyili: Nasreen.Valentyn@westerncape.gov.za

4.2 Isityholo sesitenxo esichaphazela ii-*ANAs*, iimvavanyo zephondo zamaBakala 3, 6 no-9 okanye iimvavanyo eziqhubekela ezikolweni (*SBAs*), njl.njl., makunikwe ingxelo ngaso kumphathi wesekethe yaye i-ofisi yesithili mayazise uNdlunkulu.

4.3 Yakuba ingxelo engesitenxo ichaziwe kwi-ofisi yesithili, makuvulwe ifayili ngunobhala we-*DAIC* otyunjwe ngumlawuli wesithili. Ityala ngalinye malinikwe inombolo yetyala *(case number*) lesitenxo ngasinye yaye ityala ngalinye malinikwe inombolo ngokwenqanaba elichaphazelekayo umz. izitenxo ze*GET* mazifakwe inombolo enjengale: *GET 1*, *GET 2*, njl.njl., lo gama izitenxo ze*FET* kufuneka zifakwe iinombolo *FET 1*, *FET 2*, njl.njl. Onke amatyala ezitenxo makarekhodwe kuxwebhu lwezitenxo zeSebe i-*WCED irregularity spreadsheet* (makufundwe **isiHlomelo C).** Makusetyenziswe uxwebhu i-*spread sheet* olwahlukeneyo kwicandelo ngalinye.

5. Ukwenza uphando nokunika ingxelo

5.1 Umphathi wesekethe makenze uphando okanye anyule igosa eliya kwenza uphando ngetyala elo. Igosa eliphandayo (*investigating officer*) malibe ngumntu onolwazi ngoloo didi lwesitenxo. Umzekelo, ukuba isitenxo sichaphazela abafundi abaneemfuno ezizodwa, igosa elinika abafundi inkxaso limele ukuphanda ngelo tyala njalo-njalo.

5.2 Uphando lumele ukuba lugqityiwe kwisithuba seentsuku ezintathu zokuqatshelwa kwesityholo sesitenxo. Kufuneka kudluliselwe ingxelo kumphathi wesekethe ukulungiselela uqinisekiso lomgangatho ukwenzela ukuba kuqinisekiswe ukuba ngaba uphando luqhutywe ngempumelelo yaye buqokelelwe nobungqina obufunekayo.

5.3 Ingxelo mayinike inkcazo eneenkcukacha eziphele leyo ngemvelaphi yesi sitenxo, amanyathelo athatyathiweyo, ubungqina obuqokelelweyo, iziphumo nesohlwayo ekucetyiswa ngaso. Ithemplethi yokunika ingxelo iqhotyoshelwe apha **njengesiHlomelo D**. Zonke iingxelo mazingeniswe kumququzeleli wovavanyo oya kuzihlanganisa kuxwebhu i-*WCED irregularity spreadsheet*.

5.4 Kucetyiswa ukuba kwangaphambi kwentlanganiso ye-*DAIC,* ikomitana yangaphakathi ye-*DAIC*, mayixoxe ngala matyala ize inike iingcebiso ukuze kuthathwe amanyathelo angamanye.

6. Ukwandlalwa kwamatyala ezitenxo kwi-*DAIC*

6.1 Onke amatyala, iingcebiso ezimalunga nawo nezizathu ezivakalayo ezinikiweyo, aziswa kubaphathi beesekethe kwintlanganiso enawo onke amalungu ye-*DAIC* nechotshelwe ngumlawuli oyintloko okanye ligosa ekudluliselwe kulo amagunya.

6.2 I-*DAIC* inako ukuwisa isohlwayo njengoko kucacisiwe kwimimiselo.

6.3 Iingcebiso ze-*DAIC* mazingeniswe kumlawuli wesithili ukwenzela ukuvunywa kwazo.

7. Ukuphunyezwa kwezigqibo nezohlwayo

7.1 Mazaziswe izigqibo neengcebiso ze-*DAIC* kuloo mntu, kweso sikolo okanye kwelo ziko liphantsi kophando kwisithuba seentsuku eziyi-30 kugqityiwe ukuxoxwa kwetyala.

7.2 Unobhala we-*DAIC* (umququzeleli wovavanyo) makalandelele ezo zigqibo aze angenise iingxelo zaqho kwiminyaka emibini kwi-*PEIC,* ungadlulanga owe-30 Julayi nowe-15 Disemba, kunyaka ngamnye. Ingxelo nganye mayibandakanye zonke izitenxo ekwenziwe ngazo uphando kwithuba elithile elichaziweyo.

INKQUBO YOKULAWULA IZITENXO KWINQANABA LESITHILI (ISIKHOKELO SE-*DAIC*) UKUQAPHELA NOKUNIKA INGXELO NGESITYHOLO SESITENXO

IIMVIWO ZIKAZWELONKE
EzeSatifikethi seMatriki sikaZwelonke, ezeSatifikethi seMatriki, neze *ABET Level 4*.

EZINYE IIMVAVANYO
IiMvavanyo zikaZwelonke;
Iimvavanyo zephondo; neemvavanyo eziqhubekela ezikolweni *(School-Based Assessments*.

INGXELO EYA KWANDLUNKULU
Ingxelo yemihla ngemihla: Ngumququzeleli wovavanyo
Ingxelo epheleleyo: ngumphathi wesekethe

AMATYALA E-*SAIC* ANGAKHANGE ASONJULULWE KWINQANABA LESIKOLO
- Amatyala makaxelwe kumphathi wesekethe.
- Umphathi wesekethe unika ingxelo ngetyala kumququzeleli wovavanyo.
- Umququzeleli wovavanyo uvula ifayili aze ayifake inombolo.

IZIKOLO ZINIKA INGXELO KUMPHATHI WESEKETHE
Isishwankathelo sawo onke amatyala e-*SAIC* ekuphandwa ngawo aze asonjululwa kwinqanaba lesikolo.

UKUPHANDA NOKUNIKA INGXELO NGAMATYALA AGQITHISELWE KWINQANABA LESITHILI
Umphathi wesekethe unyula igosa eliza kwenza uphando ngetyala.
Ikomiti inokusekwa ngokuxhomekeke kubunzulu betyala nobungcali obufunekayo ukuphanda ngalo.

IGOSA ELIPHANDAYO
- Lenza uphando.
- Liqokelela ubungqina.
- Malugqitywe uphando kwithuba leentsuku ezintathu.
- Igosa eliphandayo lingenisa ingxelo kumphathi wesekethe.

UKUQINISEKISWA KOMGANGATHO WENGXELO
- Umphathi wesekethe makaqinisekise ukuba siphandiwe ngokupheleleyo na isitenxo.
- Umphathi wesekethe uqaphela imiba enokuba likroba nefuna ukuba kwenziwe uphando olungaphezulu.
- Ingxelo ibandakanya imvelaphi, amanyathelo athathiweyo neziphumo neengcebiso.
- Umphathi wesekethe uthethana negosa eyintloko lezitenxo (umququzeleli wovavanyo) ukuba kuyimfuneko oko.

UKUNIKA INGXELO NGAMATYALA AGQITHISELWE KWI-*DAIC*
- Umphathi wesekethe ungenisa ingxelo yokugqibela kumququzeleli wovavanyo.
- Umququzeleli wovavanyo wenza amalungiselelo okuhlala kwentlanganiso ye-*DAIC*.
- Amatyala agqithiselwe kwi-*DAIC* nezohlwayo ekucetyiswa ngazo makavunywe yi-*DAIC*.
- Umququzeleli wovavanyo makaqinisekise ukuba ziyaphunyezwa izigqibo/izohlwayo yaye bayaxelelwa ngazo abachaphazelekayo abafanelekileyo.
- Umququzeleli wovavanyo/umphathi wesekethe makaqinisekise ukuba amatyala abandakanya ootitshala/amagosa, agqithiselwa kwiCandelo lezoBudlelwane eMisebenzini
- Umququzeleli wovavanyo ungenisa ingxelo eneenkcukacha ezipheleleyo ngazo zonke izitenxo kwi-*PEIC* ungadlulanga owe-30 Julayi nowe-15 Disemba, kunyaka ngamnye:
  - Onke amatyala ekwenziwa uphando ngawo yaye asonjululwa kwinqanaba lesikolo; kunye namatyala agqithiselwe kwi-*DAIC*.

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ADDENDUM C

WCED IRREGULARITY SPREADSHEET

CASE NO	DATE IRREGULARITY CAPTURED	DATE IRREGULARITY OCCURRED	CANDIDATE NO.	SCHOOL & CENTRE NO.	SUBJECT & SUBJECT CODE	ASSESSMENT TYPE	IRREGULARITY TYPE	RESUME OF PROBLEM	PHASE IDENTIFIED	INVESTIGATION BY DISTRICT OFFICIALS	RECOMMENDATION OF THE DISTRICT ASSESSMENT IRREGULARITIES COMMITTEE (DAIC)	DECISION OF CHIEF IRREGULARITIES OFFICER
1	16-Nov	02-Nov	**A 1090055120013**	Daliwonga High 1976	History P2	Grade 11 Nov/Dec	Serious	Crib notes were found in the learner's script	Marking	**FINDINGS: The learner confessed to the offence. He indicated that he knew and understood the exam code of conduct.**	**RECOMMENDATION: 1. A learner and his/her parent (s) to be called for disciplinary hearing. 2. Zero marks for History P2.**	**APPROVED**
2												
3												

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ADDENDUM D

Report on irregularities

Name of School:

Centre number:

Name of the learner/teacher:

Grade:

Investigating Officer:

Date of irregularity:

Examination/Type of Assessment:

Subject details:

1. BACKGROUND

2. ACTION BY SCHOOL

3. FINDINGS

4. DISCIPLINARY MEASURES AND RECOMMENDATIONS