



Reference: 20201007-8585
File no.: 13/16/1/2
Enquiries: District Assessment Coordinators and Senior Curriculum Planners

Curriculum and Assessment Management Minute: 0004/2020

To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Support, Heads: Management and Governance, Circuit Managers, Deputy Chief Education Specialists, Subject Advisers and Principals of all ordinary public and private schools

Subject: Implementation of formative assessment in the general education and training (GET) band

1. The Department of Basic Education released National Assessment Circular 03 of 2020 (Annexure A), dated 29 September 2020. This national circular provides guidance regarding the implementation of formative assessment.
2. Circular 03 of 2020 (Annexure A) provides guidance regarding the implementation of formative assessment during the process of teaching and learning. It also aims to ensure that there is clarity and a shared understanding of the implementation of formative assessment.
3. A national strategy for supporting and training officials and teachers on implementing formative assessment and how to use summative data for formative purposes will follow. This will include the issuing of a more detailed and practical training guide to schools and the training of teachers.
4. The Western Cape Education Department has developed a guideline to support the practices of teachers in improving assessment for learning, along with a set of info graphics that can be accessed via the ePortal, <https://wcedportal.co.za/eresource/138126>. Mediation of these guidelines will start in 2021.

5. Formative assessment must be integrated into the process of teaching and learning. The collection of evidence generated through both formative and summative tasks should inform the overall progression of a learner into the next grade.
6. Principals are kindly requested to share the contents of this minute with all teachers.

SIGNED: H MAHOMED

ACTING DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2020-10-13