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Enquiries: M Combrink

Assessment Management Minute: 0020/2020

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 which prepare candidates for the National Senior Certificate examinations

Subject: Matric candidates who are COVID-19 positive and in isolation who wish to write the 2020 November examination

1. The Department of Basic Education, in consultation with the Department of Health, agreed on 04 November 2020 to allow candidates who have tested positive for COVID-19 to write the November 2020 NSC examinations, based on specific conditions.
2. The parents/guardians/caregivers of a NSC candidate who is COVID-19 positive and in isolation may apply for their child/ward to write the November 2020 examinations at an alternative examination venue.
3. The parents/guardians/caregivers of a candidate who has tested positive for COVID-19 are obliged to inform the principal immediately of the positive status of the candidate, so that timeous arrangements can be made for the candidate to write the examinations at an isolation venue that complies with health and safety protocols and the examination regulations relating to a secure examination.
4. Such alternative arrangements will be applicable up until the 10th day after the candidate has been tested, thereafter the candidate may write the examinations at his/her original centre.
5. Parents/guardians/caregivers who intentionally conceal the COVID-19 positive status of a candidate in their care will face legal consequences should it later be revealed that this information was wilfully withheld by the parent/guardian/caregiver.

6. It needs to be noted that there will be strict compliance with the requirements of social distancing, the wearing of a face mask and hand sanitising at the examination venue. Social distancing of 1,5 metres must always be adhered to.
7. It is important to note that candidates who present a temperature of 38 degrees and above and/or answer "yes" to two or more of the questions on the screening questionnaire must write the examination at **an isolation venue at the school** identified and approved by the principal and governing body, as articulated in Assessment Management Minute: 0015/2020, dated 06 October 2020.
8. The parent/guardian/caregiver of a candidate who tested positive for COVID-19 must complete section 1 of the application form attached as **Annexure A**. The form must be submitted to the principal at least 24 hours prior to the examination date.
9. Upon receipt of the completed application form, the principal must complete section 2 of the application form. The application must then be forwarded to the district director, who must complete section 3. The district director must email the completed application form to the Chief Directorate: Assessment and Examinations (Lisl.vanRensburg@westerncape.gov.za), who will make the final decision by completing section 4.
10. Candidates are advised to be extra cautious during this examination period to minimise their risk of contracting the virus. They should adhere to all health and safety measures and refrain from attending any social gatherings. Candidates must strictly observe the protocols relating to social distancing, wearing of face masks and hand sanitising.
11. Please find the revised *Protocol on the writing of the 2020 November examination in compliance with the COVID-19 requirements*, dated 08 November 2020, attached as **Annexure B**.
12. Principals are requested to bring the contents of this minute to the attention of all teachers, invigilators and parents.

SIGNED: PAD BEETS

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2020-11-19