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File no.: 12/11/8
Enquiries: Senior Curriculum Planners (GET & FET)

Curriculum and Assessment Management Minute: 0004/2021

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

Subject: Curriculum Coverage

1. Curriculum coverage is a school-based process to ensure that the current prescribed curriculum is implemented in a manner that learners attain the intended capacity per subject and per grade.
2. The monitoring of curriculum coverage is mandatory and resides on school level when every subject or class teacher reports on the completion of the Annual Teaching Plans on a quarterly basis.
3. Quarterly curriculum coverage reports should be submitted by principals to circuit managers at the end of each term.
4. These reports will be used to customise and plan school visitation support plans for the following term.
5. Current negotiations and plans are in process to incorporate curriculum coverage in the building blocks tool which will eventually form part of the School Self Evaluation platform.
6. Please bring the content of this minute to the attention of relevant staff members.

SIGNED: H MAHOMED

DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2021-12-15