



# MARTIE DU PLESSIS SKOOL/SCHOOL

LEERDERS MET SEREBRALE, FISIEKE EN SPESIFIEKE LEERGESTREMDHEDE  
OF LEERSTRIJKELBLOKKE

LEARNERS WITH CEREBRAL PALSY, PHYSICAL AND SPECIFIC LEARNING DISABILITY  
OR LEARNING STUMBLING BLOCKS

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Dear Parents / Guardians

Information regarding the November / December examination

This was a year that has not been seen in recent history. It also brings a lot of uncertainty and the uncertainty leads to a lot of anxiety. In order to address some of these concerns we would like to bring some clarity and calmness in terms of the upcoming examination by providing information so that you do not have to be under even more stress in terms of November/December.

The facts are as follows:

## 1. Internal examination

All Grade 1-11 assessments will be set up by the teachers of Martie du Plessis. They will make sure that no questions are asked about work that has not been taught.

## 2. Demarcation of the work

All the teachers will demarcate the work that the learners must study for the upcoming examination and will communicate it in writing to their classes. Grade 4-9 will, for example, only be assessed on the work done in Term 3 and 4 (Teachers will provide details).

## 3. Mark allocation for promotion as per policy by the Department of Education for 2020

**The SBA (School Based Assessment) mark of the work during the year carries considerable weight.** This means that learners who did not submit assignments during the year must urgently make arrangements with the teachers to resolve it.

For Grade 10-11 the promotion mark will be calculated as follows: 60% SBA (work done during the year) and 40% examinations.

For Grade 4-9 the promotion mark will be calculated as follows 80% SBA (work done during the year) and 20% examinations.

For Grade 1-3 the promotion mark is 100% of the SBA mark.

## 4. Dates for the examination and fetching of Reports

The timetable will be communicated but examination will probably start on 17 November and we expect it to end on 4 December to allow time for the signing of the schedules by the Department of Education on 9 December and the reports to be handed out on 11 December 2020.

## 5. Arrangements for the examination

Parents must please ensure that learners bring the textbooks and notes of the subject that will be written on that specific day to school.

### Routine for each day for the Secondary School:

Study: 07:30 - 08:45

Hand in textbooks: 08:45 - 09:00

Break time: 09:00 – 09:20

Exams: 09:20 – 10:40 (1 hour paper + 20 minutes for those receiving additional time)

Exams (2 hours): 09:20 – 12:00 (2 hour paper + 40 minutes for those receiving additional time)

**\* Foundation Phase & Intermediate Phase will communicate the routine to learners depending on the time length of the papers.**

Rebuilding DREAMS and empowering learners & parents with HOPE for the future.

Herbou DROME en bemagtig leerders & ouers met HOOP vir die toekoms.

## **6. Textbooks to be handed in**

R250 per textbook that has not been handed in, is payable. (It is the learner's responsibility to ensure that it is handed in. Please remind your child and check that he/she takes the textbooks to school every day to hand in.)

## **7. Learners often use exam time to do things that are against the rules**

Please be vigilant and on the lookout for changes in your child's behaviour and check their bags, clothes or other belongings they bring to school.

## **8. Preparation for the examination**

Please ensure that your child studies the work and arrives at school well prepared. The examination timetable will be available on the school's website and Facebook for your convenience.

## **9. Cell phones**

Please check that your child's cell phone does not disturb him/her when they are preparing for the examination or cause a disturbance during the night when they are supposed to get a good night's rest. Any cell phone that is switched on during the examination is an irregularity which can cost your child his/her promotion to the next grade. If your child does not need the cell phone during the day, it might be better to not even bring the cell phone to school.

## **10. Unable to write an examination**

Should your child be unable to write any examination, it is important to contact the Departmental Head and inform them about it. In such cases a medical certificate must be provided, and if you do not provide a medical certificate, 0 (zero) marks will be awarded.

## **11. Audio support for school subjects (learning material)**

Grade 7 -11 learners can acquire audio support (MP3 format) that covers the content of work to be studied for the examination. It is the responsibility of each learner to get it themselves. All they have to do is take a memory stick to the lady at the Exam Centre and the recordings will be copied for them.

Grade 4-6 learners can acquire audio support (MP3 format) that covers the content of work to be studied for the examination. It is the responsibility of each learner to get it themselves. All they have to do is take a memory stick to the Class teacher and the recordings will be copied for them.

Thank you that we can rely on your cooperation for the sake of your child's future! Should you require any further information, please contact the Departmental Head of your child's grade.

Kind regards

Francois van Heerden  
PRINCIPAL