



ASSESSMENT & EXAMINATIONS

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MEMORANDUM

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF ALL PUBLIC AND INDEPENDENT SCHOOLS (GRADE 12)
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 1 JUNE 2018

PROVISION OF QUESTION PAPERS FOR GRADE 12 JUNE EXAMINATIONS

1. One of the critical pillars driving the Department of Education's turnaround strategy is ensuring effective teaching, learning and assessment in our schools. Secondly, information must be effectively used to take decisions to address the challenges that impact on the learning. Thirdly, appropriate feedback must be provided to all role players, especially learners, to enhance learning.
2. In an attempt to improve the results in the Province, the Department took a decision to set Provincially set June Common examinations for all schools that achieved less than 60% during 2017 NSC examinations
3. The Assessment & Examinations Directorate has since appointed seasoned experienced examiners and moderators who have been trained by DBE on the setting processes and the expected standards to execute this task. These papers have undergone rigorous and stringent moderation process to ensure that they are CAPS compliant, they have been edited to ensure that the questions do not disadvantage learners.

All learners inclusive of learners who experience barriers to learning have been catered for, e.g. braille, enlargements, adaptations for deaf etc.

4. These papers will be written from 4 to 18 June 2018 focusing on 12 subjects.
5. **Administration of the June Common Examinations**
 - 5.1 All the affected schools will receive a sealed tamper proof security bag with the relevant examination question papers as indicated on the final timetable, labelled with subject, date, district, school and number of question papers.
 - 5.2 Question papers must be stored in a safe or strong room at the examination centre until they are taken through to the examination venue/s.
 - 5.3 **No school must open the question papers before the expected time (8:40-8:45/13:45-13:50).** Candidates must be given 10 minutes to read the paper prior to the start of the writing.
 - 5.4 All affected schools must adhere to the Policy on the conduct, administration and management of examinations dated, August 2008, as amended.
6. All principals of schools are expected to adhere to the rules and regulations on the management and administration of the examinations.



E.M. MABONA
HEAD: ASSESSMENT & EXAMINATIONS

2018-06-01
DATE

