

## **CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT**

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### **ASSESSMENT INSTRUCTION 12 OF 2022**

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

**DATE: 04 MARCH 2022**

#### **ADMINISTRATION OF THE SYSTEMIC EVALUATION**

1. The Department of Basic Education (DBE) is conducting a large-scale systemic evaluation study to determine an accurate measure of learning outcomes and associated contextual conditions of teaching and learning. The study will be used to establish the attainment of learning outcomes at a national and provincial level and will not be disaggregated to establish individual school performance.
2. The purpose of this Assessment instruction is to provide information on the 2021 Systemic Evaluation (SE) study which is currently underway in a sample of schools across the nine provinces. The SE administration dates per province are indicated in Table 1. The test is administered to a sample of Grade 4, Grade 7 and 10 learners.
3. The Department has appointed Entsika to conduct the administration of the study in selected schools. Approximately 350-400 schools per province have been selected. The administration will be staggered across a cluster of provinces as indicated in the table below. The administration of SE will require a period of 3 school weeks in each province and week 4 will be a mop-up week for the schools where the administration could not take place as scheduled.

4. **Table 1: The overall schedule for the administration of SE per province**

Province Start	Start Date	End date	Special Schools
Gauteng	28 February 2022	8 April 2022	6 – 29 April 2022
Northern Cape	28 February 2022	24 March 2022	
Limpopo	28 February 2022	8 April 2022	
Free State	7 March 2022	15 April 2022	
Mpumalanga	7 March 2022	15 April 2022	
KwaZulu-Natal	7 March 2022	8 April 2022	
North West	7 March 2022	15 April 2022	
<b>Eastern Cape</b>	<b>14 March 2022</b>	<b>15 April 2022</b>	
Western Cape	14 March 2022	15 April 2022	

4. Schools were requested to nominate School Coordinators to assist on the days of SE administration at the school and to receive material from the courier company, DSV. These School Coordinators must have been trained by the Provincial SE Coordinator. They will be contacted regularly during the SE administration and are expected to respond to calls. Should schools have other important activities that will necessitate them to re-schedule administration dates, the Provincial SE Coordinator should be informed. The rescheduling will, however, only be considered in cases where schools cannot re-schedule the school activity.
5. Participation in the 2021 SE is a priority for all sampled schools. It is imperative that all sampled schools participate in the study and schools that cannot participate must obtain such approval from the Head of Department in the province. Almost 3 600 schools are expected to participate in the study.
6. The exact administration dates will be communicated to schools by Entsika. Any changes to the administration date must be communicated in advance so that a suitable alternative date can be secured. Due to a matrix design of utilising equivalent tests, the change in the administration date will not compromise the administration of the study but the evaluation must be completed at all schools by April 2022.
7. Schools do not have to prepare learners ahead of the test administration. The tests are phase based and this implies, that for e.g., the current Grade 7 test cover content taught in Grade 4, 5 and 6. The learner assessment covers Mathematics and Reading Comprehension skills and in addition questionnaires will be administered to teachers, parents and the learners to establish the contextual conditions of schooling.
8. All assessment materials will only be delivered at the schools and should not be directed to other locations for delivery. Schools should not open the test administration boxes and DSV satchels (plastic courier bags) that are being delivered by the courier company. This will be done only by the Test Administrator according to the standardised procedures. One Test Administrator is appointed per sample grade per school. Schools are requested to keep the assessment materials together (boxes and satchels) in a safe storage facility. Any tampering of the test administration boxes and DSV satchels at the school level will be subject to further investigation. The assessment materials are confidential and all materials (used and unused) must be returned in the test administration boxes.

9. Districts and Schools are therefore requested to:
- (i) assist Entsika in ensuring that the sampled schools participate in the study.
  - (ii) encourage schools to cooperate with the Entsika Provincial Field Managers, District Supervisors, Quality Monitors, Test Administrators and Fieldworkers to accommodate the administration in their schools.
10. The heads of educational institutions should ensure that the content of this circular is distributed to all affected teachers, learners, subject advisors and other relevant stakeholders.



07/March/2022

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**MR R. TYWAKADI**  
**DDG: CURRICULUM MANAGEMENT AND DELIVERY**

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**DATE**