Curriculum and Assessment Management Minute: 0002/2020

To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Support, Heads: Management and Governance, Circuit Managers, Deputy Chief Education Specialists, Subject Advisers and Principals of primary and secondary schools

Subject: Provision of Teaching and Assessment Plans

1. The theme for 2020 is the “Year of Functional Schools: Developing values-driven teams”. Realising this objective depends on our ability to:
   • provide instructional leadership and manage the human/physical resources at our schools in such a manner that an enabling teaching and learning environment is created, and
   • ensure that teaching in every classroom is the product of thorough planning and knowledgeable subject leadership, capacitation and support to subject teachers of every grade and phase.

2. Wally Morrow (2008) defined teaching as “the organisation of systematic learning… characterised by the content knowledge, lesson preparation, classroom management, teaching strategies and finally the assessment of work by the teacher”.

3. Effective teaching starts with good planning which serves as a framework for:
   • the teacher to engage in pedagogies that are learner-centred, organised and deeply reflective, and
   • a School Management Team (SMT) to ensure continuity and progression of knowledge, skills and related attitudes and values across grades/phases as well as assessment that provides evidence of strengths, weaknesses and the next steps in teaching and learning.
4. In support of this, Senior Curriculum Planners and Subject Advisers developed Teaching and Assessment Plans for every subject and every grade. The plans are aligned to the Curriculum and Assessment Policy Statements and the recent amendments to the requirements for school-based assessment (SBA).

5. With this, and the school’s adaptations to this planning framework, every school will now be able to have clarity of their term and year planning in terms of:
   - curriculum coverage, supportive resources, activity selection, and
   - school-based assessment (that should ideally also be communicated to learners and parents), and
   - internal moderation of the quality of tests, tasks, orals, practical’s, practical assessment tasks, etc.

6. It is expected of all teachers to adhere to the eventually agreed-upon school planning for every subject in every grade and phase. The Teaching and Assessment Plans must also be used by the SMT to support and enhance the quality of teaching in every classroom, by assisting with:
   - the selection of appropriate resources and/or additional learning activities,
   - advising teachers on the pre-knowledge relevant to specific subject topics,
   - integrating Information Communication Technology to improve teaching and deepen learning,
   - monitoring and tracking the percentage of curriculum covered and the extent to which the SBA has been completed, and
   - providing guidance on internal moderation and the quality of assessments.

7. In the Teaching and Assessment Plans for Further Education and Training (Grades 10 to 12), the examination requirements are provided so that assessment practices across schools are of the same standard and curriculum compliant.

8. Having clear teaching and assessment plans and ensuring that effective monitoring and support is part of the school culture, will help to realise the vision of the Western Cape Education Department: Quality education for every child in every classroom in every school in the province. As planning for the use of innovative teaching strategies and authentic assessment activities is enhanced, it will help to bring back the fun and enjoyment into teaching and learning.

9. Principals are requested to provide these Teaching and Assessment Plans to all subject teachers for the grades and phases they are responsible for and to support them (with the help of the SMT) to implement their term and year plans. It is expected that the principal as the instructional leader of the school will mediate these documents and procedures to the SMT and teachers. Through regular reflection, either as individual teachers or as a subject team, schools will be able to improve the quality of teaching. Principals are further
encouraged to monitor the implementation of these plans by placing it on the agenda of staff meetings regularly.

10. The Teaching and Assessment Plans can be accessed via the links provided in the following Annexures:
   • Annexure A: GET Teaching and Assessment Plans including subjects in Foundation Phase, Intermediate Phase and Senior Phase
   • Annexure B: FET Teaching and Assessment Plans for subjects in Grades 10, 11 and 12

11. Principals are kindly requested to bring the contents of this minute to the attention of all members of staff.

SIGNED: PAD BEETS
DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT
DATE: 2020-01-31
Annexure A: Teaching and Assessment Plans 2020
General Education and Training (Grade 1 – 9)
Bylae A: Onderrig- en Assesseringsplanne 2020
Algemene Onderwys en Opleiding (Graad 1 – 9)

Early Childhood Development (ECD)

Beginning Stages
https://wcedeportal.co.za/eresource/86136

Moving On
https://wcedeportal.co.za/eresource/86146

Advancing further
https://wcedeportal.co.za/eresource/86151

Towards Grade R
https://wcedeportal.co.za/eresource/86156

Foundation Phase (Grade 1 – 3)
Grade 1

Afrikaans Huistaal
https://wcedeportal.co.za/eresource/84401

Afrikaans Eerste Addisionele Taal
https://wcedeportal.co.za/eresource/84376

English Home Language
https://wcedeportal.co.za/eresource/84406

English First Additional Language
https://wcedeportal.co.za/eresource/84336

IsiXhosa Home Language
https://wcedeportal.co.za/eresource/84416

Mathematics
https://wcedeportal.co.za/eresource/84291

Wiskunde
https://wcedeportal.co.za/eresource/83921
Grade 2

Afrikaans Huistaal
https://wcedeportal.co.za/eresource/84436

Afrikaans Eerste Addisionele Taal
https://wcedeportal.co.za/eresource/84381

English Home Language
https://wcedeportal.co.za/eresource/84446

English First Additional Language
https://wcedeportal.co.za/eresource/84346

IsiXhosa Home Language
https://wcedeportal.co.za/eresource/84451

Mathematics
https://wcedeportal.co.za/eresource/84296

Wiskunde
https://wcedeportal.co.za/eresource/83986

Life Skills
https://wcedeportal.co.za/eresource/84521

Lewensvaardighede
https://wcedeportal.co.za/eresource/84501
Grade 3

Afrikaans Huistaal  
https://wcedeportal.co.za/eresource/84471

Afrikaans Eerste Addisionele Taal  
https://wcedeportal.co.za/eresource/85916

English Home Language  
https://wcedeportal.co.za/eresource/84461

English First Additional Language  
https://wcedeportal.co.za/eresource/84366

IsiXhosa Home Language  
https://wcedeportal.co.za/eresource/84481

Mathematics  
https://wcedeportal.co.za/eresource/84311

Wiskunde  
https://wcedeportal.co.za/eresource/84046

Life Skills  
https://wcedeportal.co.za/eresource/84526

Lewensvaardighede  
https://wcedeportal.co.za/eresource/84506

Intermediate Phase (Grade 4 – 6)

Grade 4

Afrikaans Huistaal  
https://wcedeportal.co.za/eresource/85466

Afrikaans Eerste Addisionele Taal  
https://wcedeportal.co.za/eresource/85471

English Home Language  
https://wcedeportal.co.za/eresource/85381

English First Additional Language  
https://wcedeportal.co.za/eresource/85386
Grade 5

Afrikaans Huistaal
https://wcedeportal.co.za/eresource/85476

Afrikaans Eerste Addisionele Taal
https://wcedeportal.co.za/eresource/85481

English Home Language
https://wcedeportal.co.za/eresource/85391

English First Additional Language
https://wcedeportal.co.za/eresource/85396

IsiXhosa Home Language
https://wcedeportal.co.za/eresource/85256

Mathematics
https://wcedeportal.co.za/eresource/86021

Wiskunde
https://wcedeportal.co.za/eresource/85936

Social Sciences: Geography
https://wcedeportal.co.za/eresource/84821

Social Sciences: History
https://wcedeportal.co.za/eresource/84886

Sosiale Wetenskappe: Geografie
https://wcedeportal.co.za/eresource/85176

Sosiale Wetenskappe: Geskiedenis
https://wcedeportal.co.za/eresource/85181

Life Skills (PSW)
https://wcedeportal.co.za/eresource/85216

Lewensvaardighede (PSW)
https://wcedeportal.co.za/eresource/86196

Life Skills (Phys Ed)
https://wcedeportal.co.za/eresource/85116

Lewensvaardighede (LO)
https://wcedeportal.co.za/eresource/85291

Life Skills (Arts and Culture)
https://wcedeportal.co.za/eresource/85896

Lewensvaardighede (Skeppende Kunste)
https://wcedeportal.co.za/eresource/86101

Natural Science and Technology
https://wcedeportal.co.za/eresource/86071

Natuurwetenskappe en Tegnologie
https://wcedeportal.co.za/eresource/86166
Senior Phase (Grade 7 – 9)

Grade 7

- Life Skills (Arts and Culture)
  [Link](https://wcedeportal.co.za/eresource/85906)

- Lewensvaardighede (Kuns en Kultuur)
  [Link](https://wcedeportal.co.za/eresource/86111)

- Natural Science and Technology
  [Link](https://wcedeportal.co.za/eresource/86106)

- Natuurwetenskappe en Tegnologie
  [Link](https://wcedeportal.co.za/eresource/86171)

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- Afrikaans Huistaal
  [Link](https://wcedeportal.co.za/eresource/85266)

- Afrikaans Eerste Addisionele Taal
  [Link](https://wcedeportal.co.za/eresource/85261)

- English Home Language
  [Link](https://wcedeportal.co.za/eresource/84941)

- English First Additional Language
  [Link](https://wcedeportal.co.za/eresource/84946)

- IsiXhosa Home Language
  [Link](https://wcedeportal.co.za/eresource/85166)

- Mathematics
  [Link](https://wcedeportal.co.za/eresource/85131)

- Wiskunde
  [Link](https://wcedeportal.co.za/eresource/85961)

- Life Orientation
  [Link](https://wcedeportal.co.za/eresource/85141)

- Lewensoriëntering
  [Link](https://wcedeportal.co.za/eresource/85326)

- Natural Science
  [Link](https://wcedeportal.co.za/eresource/86081)

- Natuurwetenskappe
  [Link](https://wcedeportal.co.za/eresource/86186)
Technology

https://wcedeportal.co.za/eresource/85911

Tegnologie

https://wcedeportal.co.za/eresource/85941

Economical Management Sciences

https://wcedeportal.co.za/eresource/84911

Ekonomiese Bestuurswetenskappe

https://wcedeportal.co.za/eresource/84916

Social Sciences: Geography

https://wcedeportal.co.za/eresource/84836

Social Sciences: History

https://wcedeportal.co.za/eresource/84896

Sosiale Wetenskappe: Geografie

https://wcedeportal.co.za/eresource/85966

Sosiale Wetenskappe: Geskiedenis

https://wcedeportal.co.za/eresource/85221

Creative Arts: Dance

https://wcedeportal.co.za/eresource/85786

Skeppende Kunste: Dans

https://wcedeportal.co.za/eresource/86006

Creative Arts: Drama

https://wcedeportal.co.za/eresource/85531

Skeppende Kunste: Drama

https://wcedeportal.co.za/eresource/85996

Creative Arts: Music

https://wcedeportal.co.za/eresource/85866

Skeppende Kunste: Musiek

https://wcedeportal.co.za/eresource/86046

Creative Arts: Visual Art

https://wcedeportal.co.za/eresource/85886

Skeppende Kunste: Visuele Kuns

https://wcedeportal.co.za/eresource/86076
Grade 9

Afrikaans Huistaal
https://wcedeportal.co.za/eresource/85301

Afrikaans Eerste Addisionele Taal
https://wcedeportal.co.za/eresource/85286

English Home Language
https://wcedeportal.co.za/eresource/85006

English First Additional Language
https://wcedeportal.co.za/eresource/85001

IsiXhosa Home Language
https://wcedeportal.co.za/eresource/85206

Mathematics
https://wcedeportal.co.za/eresource/86051

Wiskunde
https://wcedeportal.co.za/eresource/85991

Life Orientation
https://wcedeportal.co.za/eresource/85151

Lewensoriëntering
https://wcedeportal.co.za/eresource/85331

Natural Science
https://wcedeportal.co.za/eresource/86096

Natuurwetenskappe
https://wcedeportal.co.za/eresource/86181

Technology
https://wcedeportal.co.za/eresource/85921

Tegnologie
https://wcedeportal.co.za/eresource/85976

Economical Management Sciences
https://wcedeportal.co.za/eresource/84931

Ekonomiese Bestuurswetenskappe
https://wcedeportal.co.za/eresource/84936
Annexure B: Teaching and Assessment Plans 2020
Further Education and Training (Grade 10 – 12)

Bylae A: Onderrig- en Assesseringsplanne 2020
Verdere Onderwys en Opleiding (Graad 10 – 12)

Arts / Kunste

Dramatic Arts
https://wcedeportal.co.za/eresource/83956

Dramatiese Kunste
https://wcedeportal.co.za/eresource/84146

Dance Studies
https://wcedeportal.co.za/eresource/83946

Dansstudies
https://wcedeportal.co.za/eresource/84136

Design
https://wcedeportal.co.za/eresource/83966

Ontwerp
https://wcedeportal.co.za/eresource/84356

Visual Arts
https://wcedeportal.co.za/eresource/84256

Visuele Kunst
https://wcedeportal.co.za/eresource/84221

Music
https://wcedeportal.co.za/eresource/84051

Musiek
https://wcedeportal.co.za/eresource/84206
Agricultural Subjects / Landbouvakke

- Agricultural Science
  - https://wcedeportal.co.za/eresource/83886
- Landbouwetenskappe
  - https://wcedeportal.co.za/eresource/84096
- Agricultural Management Practices
  - https://wcedeportal.co.za/eresource/83896
- Landboubestuurs-praktyke
  - https://wcedeportal.co.za/eresource/84101
- Agricultural Technology
  - https://wcedeportal.co.za/eresource/84316
- Landboutegnologie
  - https://wcedeportal.co.za/eresource/84111

Business, Commerce and Management Sciences / Besigheid, Handel en Bestuurswetenskappe

- Accounting
  - https://wcedeportal.co.za/eresource/86206
- Rekeningkunde
  - https://wcedeportal.co.za/eresource/84081
- Business studies
  - https://wcedeportal.co.za/eresource/84261
- Besigheidstudies
  - https://wcedeportal.co.za/eresource/84106
- Economics
  - https://wcedeportal.co.za/eresource/83971
- Ekonomie
  - https://wcedeportal.co.za/eresource/84151
Mathematical Sciences / Wiskundige Wetenskappe

- Mathematics: https://wcedeportal.co.za/eresource/84286
- Wiskunde: https://wcedeportal.co.za/eresource/84306
- Mathematical Literacy: https://wcedeportal.co.za/eresource/84021
- Wiskundige Geletterdheid: https://wcedeportal.co.za/eresource/84196

Services Subjects / Dienste-Vakke

- Consumer Studies: https://wcedeportal.co.za/eresource/83911
- Verbruikerstudies: https://wcedeportal.co.za/eresource/84121
- Hospitality studies: https://wcedeportal.co.za/eresource/84001
- Gasvryheidstudies: https://wcedeportal.co.za/eresource/84181

- Tourism: https://wcedeportal.co.za/eresource/84071
- Toerisme: https://wcedeportal.co.za/eresource/84231

Sciences / Wetenskappe

- Life Sciences: https://wcedeportal.co.za/eresource/84016
- Lewenswetenskappe: https://wcedeportal.co.za/eresource/84191
- Physical Sciences: https://wcedeportal.co.za/eresource/84056
- Fisiese Wetenskappe: https://wcedeportal.co.za/eresource/84216
Social Sciences / Sosiale Wetenskappe

Geography
Geografie
https://wcedeportal.co.za/eresource/83991

History
Geskiedenis
https://wcedeportal.co.za/eresource/83996

Life Orientation
Lewensoriëntering
https://wcedeportal.co.za/eresource/84026

Technical Subjects / Tegniese Vakke

Civil Technology (Civil Services)
Siviele Tegnologie (Siviele Dienste)
https://wcedeportal.co.za/eresource/83936
https://wcedeportal.co.za/eresource/84131

Civil Technology (Construction)
Siviele Tegnologie (Konstruksie)
https://wcedeportal.co.za/eresource/83941
https://wcedeportal.co.za/eresource/84141

Civil Technology (Woodworking)
Siviele Tegnologie (Houtbewerking)
https://wcedeportal.co.za/eresource/83916
https://wcedeportal.co.za/eresource/84126

Engineering Graphics and Design
Ingenieursgrafika en Ontwerp
https://wcedeportal.co.za/eresource/83981
https://wcedeportal.co.za/eresource/84156