

| <b>School Based Assessment processes</b> |                                                                                                                                                                                  |                                                                                                                                 |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>Moderation</b>                        | Moderation is a process to ensure the correct standards are applied during tests and SBA tasks. The process also ensures fair marking by different teachers of the same subject. |                                                                                                                                 |
| <i>Pre-moderation</i>                    | Pre-moderation of all tasks/tests is set by teachers or district/cluster/province.                                                                                               |                                                                                                                                 |
| <i>Process moderation</i>                | After marking three scripts, process moderation needs to be completed by the HoD.<br>Marking should be adapted as recommended.                                                   |                                                                                                                                 |
| <i>Post moderation</i>                   | After all scripts are marked, the post moderation includes checking of working mark sheets for accuracy.                                                                         |                                                                                                                                 |
| <b>Analysis</b>                          | Once the working mark sheet is completed, analysis of the results is important to identify trends.                                                                               |                                                                                                                                 |
| <b>Promotion requirements</b>            | The student teacher needs to fully understand the promotion requirements required in the phase and grade they are teaching.                                                      | See: National Policy Pertaining to the Programme and Promotion Requirements of the National Curriculum Statement Grades R to 12 |
| <b>Assessments</b>                       | The student teacher needs to understand the construct of each term's formal assessment programme.                                                                                | See: National Protocol for Assessment Grades R to 12                                                                            |