

NEWSLETTER 9 OF 2028

ADJUDICATION OF ASSESSMENT IRREGULARITIES

The common examinations commence on Monday, 2 June 2025 for grades 10 and 11, and on 9 June 2025 for grade 12. Although we all wish that it is not necessary to address the occurrence of assessment irregularities, it is unfortunately a reality that cannot be avoided.

Attached to this newsletter, are two versions of very similar possible irregularities, but there is a clear difference in approach, i.e.:

- Assessment irregularities that apply to independent schools and tutor centres; and
- Assessment irregularities that apply to online schools.

Institutions are requested to make a careful study of the relevant document and to note the following:

1. All institutions must ensure that genuine exam writing conditions will apply at all times, either in terms of physical invigilation or the Invigilator App.
2. All institutions are required to appoint an Internal Assessment Integrity Committee (IAIC).
3. The IAIC must include at least the head of the institution, the academic head and two other senior staff members.
4. The IAIC must consider the irregularities and apply the appropriate sanction.
5. All meetings of the IAIC must be formally minuted.
6. The institution must keep an Internal Assessment Irregularities Register (IAIR). The IAIC must submit this register bi-annually by 30 June and 30 November each year to SACAI.
7. The reports of the IAIR must include both the integrity breach as well as the sanctions and keep track of learners during the FET phase.
8. The incidence of irregularities and the relevant sanctions must be formally communicated to parents and learners.
9. The appeal procedure must be communicated to parents and learners. The IAIC will consider the appeals.
10. Tutor centres: It is common cause that in many cases distance education providers (DEPs) use the services of tutor centres to deliver the curriculum and assist with the assessment of learners. It is the inalienable responsibility of DEPs to ensure that tutor centres abide by the principles of genuine exam writing conditions and that the irregularities and sanctions will apply.

