



REPUBLIC OF NAMIBIA

MINISTRY OF EDUCATION, ARTS AND CULTURE

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CIRCULAR FORM ED: 14/2021

TO: HONOURABLE MINISTER
HONOURABLE DEPUTY MINISTER
DEPUTY EXECUTIVE DIRECTORS
CHIEF REGIONAL OFFICERS: REGIONAL COUNCILS
All DIRECTORS OF EDUCATION, ARTS AND CULTURE
INSPECTORS OF EDUCATION
REGIONAL EDUCATION OFFICERS
SCHOOL PRINCIPALS
HEADS OF DEPARTMENT
SCHOOL BOARD MEMBERS
TEACHERS
NANTU, TUN, NANSO
PUBLIC RELATIONS OFFICER

CIRCULAR: FORM ED: 14/2021

SUBJECT: RELEASE OF LEARNERS TO ATTEND NATIONAL/INTERNATIONAL SPORTING EVENTS DURING ASSESSMENT

1. INTRODUCTION AND BACKGROUND

The Ministry of Education, Arts and Culture (MoEAC) has received various requests from parents and sports officials to release learners during examinations to attend sporting events at a national or international scale. The purpose of this circular is to clarify the position of the Ministry on this matter and inform parents and school management on the implications of learners' absence during examinations.

2. GRADE 1 TO GRADE 9

The end-of-year assessment for the learners from Grades 1 to Grade 9 as well the learners following Basic Pre-Vocational program is done internally at school level and the period of examinations is subjected to the timetabling of the individual school. It is a requirement that the learners must meet the set promotion requirement to progress to the following grade of which the continuous assessment

mark plus the end-of-year examination mark contribute to the final mark on the progress report card of the learner. Should a learner not write the end-of-year examination in a subject and not have accumulated good continuous assessment marks, the possibility is great that the learner might not be promoted to the following grade.

3. GRADE 10

Similarly, to the lower grades mentioned above, the grade 10 end-of-year examination is administered internally and based on the school timetabling. Gr.10 learners do not accumulate continuous assessment marks during the year and therefore their final mark which is used for promotion is from the end-of-year examination mark. These learners also have to meet the set promotion requirement to progress to the following grade. It is therefore essential for them to write the end-of-term examination.

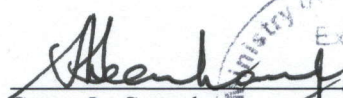
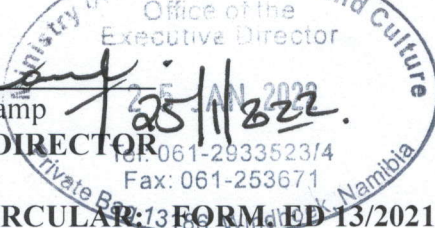
4. GRADE 11 AND ADVANCED SUBSIDIARY (AS) LEVEL

In Gr.11 and AS learners write high stakes examinations for the awarding of national certificates. These examinations must be taken at the same time by every candidate registered for these school leaving examinations. In different countries some subjects are written and must be finalised during the given timesframes otherwise it may be compromised. Based on the above, the candidates in this category cannot be given special examinations to write before, after or even in another country. No special arrangement can be made for these learners to take their examinations elsewhere, even outside the country.

Therefore, the school management is hereby advised to communicate the above information to the learners as well as their parents/guardians to make informed decisions in this regard.

We trust that this information will be helpful to all the involved parties in the decision making process.

Yours sincerely,


Sanet L. Steenkamp
EXECUTIVE DIRECTOR


PREVIOUS CIRCULAR: **FORM ED 13/2021**

SUBJECT: GUIDELINES FOR OPERATIONS OF SCHOOLS AND HOSTELS FOR THE END OF THE 2021 SCHOOL YEAR AND COMPLETION OF GRADE 11 EXAMINATIONS

**ADDRESSEES: HONOURABLE MINISTER
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DEPUTY EXECUTIVE DIRECTORS
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