

HOËRSKOOL ROODEPOORT



The final assessment for 2020 is imminent and will commence after the October holidays (24 October to 01 November). The Covid-19 virus is still a serious threat to our health and therefore the school need to urgently communicate the following arrangements to parents and learners.

All Covid-19 protocols will be adhered to for the duration of the final assessment period:

- ❖ Screening is compulsory to gain entrance to the school grounds and will be conducted at the Small Theatre Screening area at the Konig Avenue gate.
 - ❖ It is every learners' responsibility to ensure that they go home with a screening letter for the next time that they return to school for assessment. Screening letters will be distributed to learners at the end of every assessment session.
 - ❖ All learners will exit the school grounds at the end of an assessment session through the Sports gate in Kilburn street to ensure silence at the Main Hall area where the Grade 12's are writing their final exams.
 - ❖ Clean masks are compulsory.
 - ❖ Hands must be washed and/or sanitized regularly.
 - ❖ Social distancing must be practiced at all times.
 - ❖ Assessment venues will be utilised with desks at least 1 m apart.
 - ❖ Learners will be assessed in the allocated assessment venues that will be displayed daily on the notice boards and at the Small Theatre Screening area.
 - ❖ All learners of a particular grade will be assessed on the same day.
 - ❖ The X and Y register class division (as implemented from 24 August 2020) will be maintained.
 - ❖ X and Y register classes will be awarded separate assessment venues and learners will be placed alphabetically in every venue.
- The assessment schedule for different grades will be staggered on a daily base to honour the 50% regulatory restrictions on the capacity allowed by law:
 - ✓ **Session 1 - (Grade 8 and Grade 9 learners)**
 - Learners must be at school by 7:30 (Covid-19 screening already completed)
 - Learners must be seated in their allocated venue for assessment by 7:40
 - This assessment session ends at 10:00 and learners need to vacate the school grounds by 10:15 to allow space for the senior learners attending the second session of assessment)

✓ **Session 2** – (Grade 10 and Grade 11 learners)

- Learners must be at school by 10:30 (Covid-19 screening already completed)
 - Learners must be seated in their allocated location for assessment by 10:40
 - This assessment session ends when the time allocated for the assessment is reached and learners need to make arrangements to be collected by their parents/transport accordingly. All learners need to vacate the school grounds by 14:00 to allow for sanitizing of assessment facilities)
- LEARNERS WHO ARRIVE LATE FOR THE START OF AN ASSESSMENT SESSION WILL FINISH AT THE SCHEDULED TIME FOR THE END OF THE SESSION. **NO EXTRA TIME WILL BE ALLOWED FOR LATE-COMERS.**
 - A study room will be available for all learners, should they wish to study at school, when not doing an assessment or until 14:00 after the completion of the 2nd session. **Please indicate on the return slip if you want your child to make use of this opportunity so that the school can plan accordingly for study venues.** Study venues will be indicated daily with assessment venues.
 - Parents may fetch their children after the completion of the first assessment session at 10:00 so that their child can study at home. Please complete the return slip on the last page of this notice. Learners, who do not go home at 10:00, must report at the allocated study venue for the day at 10:30. Attendance registers will be kept.
 - **Study venues will operate from 7:30 to 14:00 daily.** Any learner on the school grounds outside of an assessment venue will be sent to a study venue for the duration of the session.

The Tuck-shop will be open from 07:00 to 7:30 daily for learners attending the first session of assessment and from 10:00 to 10:30 for learners attending the second session of assessment.

Learners attending the first session will not be served at the Tuck-shop during the 10:00 – 10:30 period as they need to vacate the school grounds immediately after the end of the first session.

- LEARNERS WILL **NOT BE ALLOWED TO PLAY ANY BALL GAMES (OR ANY OTHER GAMES)** ANYWHERE ON THE SCHOOL GROUNDS FOR THE DURATION OF THE FINAL ASSESSMENT PERIOD.

RETURN OF TEXT BOOKS:

- Text books will be collected during the first part of the final assessment for each subject, irrespective of the length of the assessment scheduled for the session. Learners need to be seated in their assessment venue at **7:40 (Session 1)** or **10:40 (Session 2)** to facilitate the return process of text books. Any delays in this regard will unfortunately cause an extension of the scheduled session to a time later than the published times of 10:00 or 14:00 respectively. Only 30 minutes is scheduled for the return of text books in each assessment session as indicated below:
 - ✓ **Session 1** : 7:30 – 8:30
 - ✓ **Session 2** : 10:30 – 11:30

- **All learners must ensure that:**
 - ✓ Textbooks are covered and neat.
 - ✓ The learners name is written in every textbook.
- Any questions or challenges relating to textbooks must be directed to:
 - ✓ Grade 8 & 9 Mrs Hartzenberg
 - ✓ Grade 10 & 11 Mrs Bloem

Any learner that fail to adhere to this protocol relating to the return of textbooks, will be liable to the school to replace/refund the cost of the textbook.

- **Hoërskool Roodepoort makes an urgent call to learners and parents not to bring cell phones, smart watches or any electronic devices to school. Any learner who brings any device to school, does at his / her own discretion and at his / her own risk.**
- All devices must be handed in immediately on entry of any Assessment venue / Study venue (by the Learner personally, placing the device/s into a numbered/marked envelope, assigned in the name of the learner on the class list) and signed for by the learner. The invigilator/s' only obligation in this process will be to present learners with envelopes, to place the container with devices in full view of the learners in the venue for the duration of the assessment session and to ensure that learners receive their dedicated envelope again at the end of the assessment session.
- **Neither Hoërskool Roodepoort, nor any invigilator or agent of the school, takes any responsibility whatsoever for the content (any device presumably placed in the envelope) or condition of such device placed in the envelope by any learner at the start of the assessment session / study session.**
- **Only an appropriate Doctor's note / clinic letter / funeral letter** will be accepted as a valid reason for being absent from a scheduled assessment during the final assessment period. This notice is to be handed in to Ms M Khulu at Reception ASAP and it remains the sole responsibility of the learner who did not complete a scheduled assessment task.
- If a learner with a **valid doctor's certificate, clinic letter or funeral letter** did not complete the scheduled assessment on a particular day, he / she will still have to do an assessment in that subject.
- **It is the learner's responsibility to arrange a suitable date and time for this assessment with his / her subject teacher.** Failure to follow this procedure will result in a ZERO mark being awarded for the relevant assessment task.
- **NO STATIONERY OR CALCULATORS** may be leant or borrowed during an assessment.
- Learners must bring notes and summaries to study at school. The notes will be held in safe-keeping in the venue while the assessment is in progress.
- **Full school uniform and compliance with the Dress Code of Hoërskool Roodepoort is compulsory for the duration of the final assessment period.** If a Learner does not comply with all aspects of the dress code as set out in the Code of Conduct of Hoërskool

Roodepoort, a **written warning** will be issued. After **one** written warning has been issued, a learner will be refused entrance into the assessment venue until the learner complies with the dress code.

- **No water, cool drink or food is allowed in the assessment venues.** If your child has a medical problem a **DOCTOR'S LETTER/NOTE** is required and must be in the learners' possession at all times.
- Learners are not allowed to have any notes, text books, electronic device/s, water / soft drink in their possession during the writing of any assessment. Book cases / bags and all prohibited items must be placed in the area as directed by the teacher / invigilator.
- Learners will not be allowed to leave the assessment room at any time for the full duration the writing of an assessment. The school does not have the capacity (manpower) to accompany learners to a toilet facility during assessment sessions. Please manage your personal requirements during breaks preceding assessments.
- Learners will not be allowed to write scheduled assessments in the office block.
- **Report cards** will be prepared and handed out on Friday, 11 December 2020 **from 9:00 to 11:00.** NO TEXT BOOKS WILL BE ACCEPTED ON THIS DAY UNDER ANY SURCUMSTANCES.

Please show your respect for fellow Roodies writing assessments by keeping noise levels down at all times. Thank you for being considerate. Good luck. Work hard. Do the best that you can. Be the difference that you want to see at Roodies.

The timetable for the Final Assessment for 2020 is attached.

Yours in education.



Mr T.J. Smuts
Assessment Coordinator



Mr T Bisschoff
Deputy Principal (Discipline)



Mrs M van der Merwe
Principal

Hoërskool Roodepoort

Yearend Assessment Timetable/Jaareind-assesseringsrooster 2 November 2020 – 25 November 2020

DATE/ DATUM	SES	Time	GRADE 8	GRADE 9	GRADE 10	GRADE 11
Maandag/ Monday 2 November	1	7:40–10:00	Afrikaans HT/ EAT V3		Afrikaans HT/EAT V3	English HL/ FAL P3
	2	10:40–14:00			English HL/ FAL P3	Afrikaans HT/ EAT V3
Dinsdag/ Tuesday 3 November	1	7:40–10:00	English HL/ FAL P3	Afrikaans HT/ EAT V3	Consumer Studies (Practical)	
	2	10:40–14:00	Musiek (practise)/ Music (practical) Group X		Wiskunde V1/Mathematics P1/ Wisk Geletterdheid V1/ Maths Literacy P1	Fisiese Wetenskappe V1 Physical Sciences P1
Woensdag/ Wednesday 4 November	1	7:40–10:00	Wiskunde/ Mathematics	English HL/ FAL P3	Consumer Studies (Practical)	IT/ CAT P1
	2	10:40–14:00	Musiek prakties/ Music (practical) Group Y		Afrikaans V1 HL/ EAT	English P1 FAL/ HT
Donderdag/ Thursday 5 November	1	7:40–10:00	Afrikaans V1 HL/ EAT	Wiskunde/ Mathematics	Consumer Studies (Practical)	
	2	10:40–14:00			English P2 FAL/ HT	Business Studies P1/ Besigheidstudies V1/ Music P1/ Musiek V1
Vrydag/ Friday 6 November	1	7:40–10:00	SS – Geskiedenis/ History	English P1 FAL/ HT	IT/ CAT P1	IGO V1/EGD P1
	2	10:40–14:00			Lewensorientering/ Life Orientation	Lewenswetenskappe V1/ Life Sciences P1
Saterdag/ Saturday 7 November		8:00–11:15			Accounting / Rekeningkunde	Accounting P1/ Rekeningkunde V1 Dramat. Kuns/ Dramatic Art
Maandag/ Maandag 9 November	1	7:40–10:00	English P1 FAL/ HT	SS – Geskiedenis/ History	Consumer Studies (Practical)	Wiskunde V1/Mathematics P1/ Wiskunde Geletterdheid V1/ Maths Literacy P1
	2	10:40–14:00		Musiek: (Prakties)/Music: (Practical)	Fisiese Wetenskappe V1 Physical Sciences P1	
Dinsdag/ Tuesday 10 November	1	7:40–10:00	Lewensorientering/ Life Orientation	Afrikaans HL/ EAT (Taalleer)	Consumer Studies (Practical)	Dramatic Arts (Practical) / Dramatiese kuns(Prakties)
	2	10:40–14:00			Afrikaans V2 HL/EAT	Afrikaans V2 HL / EAT
Woensdag/ Wednesday 11 November	1	7:40–10:00	EBW/EMS	Tegnologie/ Technology	IGO V1/ EGD P1	
	2	10:40–14:00			Lewenswetenskappe V1/ Life Sciences P1	English P2 HL/FAL
Donderdag/ Thursday 12 November	1	7:40–10:00	SS – Geografie/ Geography	Lewensorientering/ Life Orientation	Consumer Studies (Practical)	Musiek V2/ Music P2
	2	10:40–14:00			Wiskunde V2/Mathematics P2/ Wisk Geletterdheid V2/ Maths Literacy P2	Fisiese Wetenskappe V2 Physical Sciences P2

Friday/ Vrydag 13 November	1	7:40–10:00	Musiek (Gesk en Teorie)/ Music (History & Theory)	Natuurwetenskappe/ Natural Sciences	Dramatiese Kuns(Prakties)/Dramatical Arts (Practical) Music P1	Music Practical/ Musiek Prakties
	2	10:40–14:00		Natuurwetenskappe/ Natural Sciences (Keuringstoets/Placement test)	Ekonomie / Economics Dramatiese kuns V1/ Dramatic Arts P1/ Music P2	Accounting P2/ Rekeningkunde V2/ Music Practical/ Musiek Prakties
Monday/ Maandag 16 November	1	7:40–10:00	Wiskunde/ Mathematics	EBW/ EMS	Consumer Studies (Practical)	Verbruikerstudies/Consumer Studies
	2	10:40–14:00			Geskiedenis/ History	
Dinsdag/ Tuesday 17 November	1	7:40–10:00	Kuns en Kultuur/ Arts & Culture	Afrikaans HL/ EAT (Prosa en Poësie)	Music: Practical	
	2	10:40–14:00			Besigheidstudies /Business Studies / Music: Practical	Ekonomie V1/ Economics P1
Woensdag/ Wednesday 18 November	1	7:40–10:00	Natuurwetenskappe/ Natural Sciences	SS-Geografie/ Geography		RTT V2/CAT P2/ IT V2/ P2
	2	10:40–14:00			English P1 HL/ FAL	Afrikaans V1 HT/EAT
Donderdag/ Thursday 19 November	1	7:40–10:00	Afrikaans V2 HL/ EAT	English P2 FAL/ HT		Geografie / Geography Visual Arts/ Visuele Kuns
	2	10:40–14:00			IT V2/ P2	Toerisme/ Tourism
Vrydag/ Friday 20 November	1	7:40–10:00	Tegnologie/Technology	Kuns en Kultuur/ Arts & Culture		Lewensorientering/ Life orientation
	2	10:40–14:00			Geografie / Geography Visual Arts	Life Sciences P2/ Lewenswetenskappe V2
Saterdag/ Saturday 21 November		8:00–11:15				
Maandag/ Monday 23 November	1	7:40–10:00	English P2 FAL/ HT	Wiskunde/ Mathematics (Keuringstoets/ Placement Test)		Wiskunde V2/Mathematics P2/ Wisk Geletterdheid V2/ Maths Literacy P2
	2	10:40–14:00			Toerisme/ Tourism	
Dinsdag/ Tuesday 24 November	1	7:40–10:00		Musiek(Gesk & Teorie)/ Music (Hisoty & Theory)		
	2	10:40–14:00			Verbruikerstudies/Consumer Studies	Besigheidstudie P2 / Business Studies P2
Woensdag/ Wednesday 25 November	1	7:40–11:00				History/ Geskiedenis
	2	10:40–14:00				

Return slip: Final Assessment arrangements – NOVEMBER 2020

Please detach, complete and return to school on:

✓ **22 October 2020 - X group**

✓ **23 October 2020 - Y group**

I / We _____ parents / guardians of _____

in Grade _____ - _____ / **X / Y** acknowledge receipt of the letter with information/arrangements regarding the Final assessments for 2020.

Please circle ONE of the following options:

- a) I / We notify the school that **our child will be fetched from school after the first session** so that he/she may study at home.
- b) I / We notify the school that **our child must study at school until 14:00** on days that he/she writes a subject during the first session.
- c) I / We notify the school that our child **will attend school on the days that no assessment is scheduled for him/her** and that he/she will report to the indicated Study Room on those days.

Signature: Parent

Telephone number: Parent

_____ @ _____ . _____
E-mail address: Parent