

Deutsche Internationale Schule Johannesburg

Report- and Promotion Regulations

(Version of 22.5.2009, based on that of 15.05.2007)

Part one: Reports

I. Definition of a report

A learner's report is a documentary proof that summarises the academic evaluation in the subjects taught (compulsory subjects and chosen compulsory subjects) as well as further important statements concerning a period of education.

II. Types and content of reports; issuing of reports

- (1) There are half-yearly reports, yearly reports, severance reports and final reports.
- (2) Reports reflect academic evaluation in the form of report marks or percentages. If teaching in the secondary school was done in different grades (courses), the course attended has to be indicated. Evaluation in the primary school is reflected in the form of the marks "very good" to "very poor" from grade 2 to 4 and from grade 5 to 9 in the form of percentages.

NSC stream

In the NSC stream academic evaluation from grade 10 to 12 is reflected in percentages.

Combined NSC and German International Abitur stream

As regards the combined NSC and German International Abitur stream's German part in grade 10, academic assessment has to be reflected in the form of percentages (German assessment system). In the case of grade 10 severance or final reports the academic evaluation is converted into the range of marks from "very good" to "very poor". As regards grades 11 and 12 the academic assessments are indicated in the form of a range from "very good" to "very poor" or in the form of points from 15 to 0 respectively. As regards the South African part of the combined NSC and German International Abitur stream, academic assessment has to be reflected in the form of percentages. For the conversion a conversion table (see Attachment 1) is used.

- (3) Half-year reports and year reports can further reflect information about absences, participation and behaviour as well as comments which are important for the learner's school career. Year reports have a remark indicating a pass or a failure. Grade 11 and 12 learners in the combined NSC and German International Abitur stream receive their academic assessment half-yearly in the form of a half-year report.
- (4) A severance report is issued to learners who leave school before their final examinations. If the severance report is issued less than eight weeks since the last half-year or year report, then the marks attained in such a report have to be reflected in the severance report, otherwise the academic attainment as at the time of issue of the report must be given. If the learners leave the school later than eight weeks before the last school day, then the school they leave must decide on whether they should be promoted. Learners who have been promoted are given a corresponding remark in their severance reports. Learners who are not promoted receive a severance report without such a promotion remark, as well as a year-end report indicating they have not been promoted. Severance and final reports should not contain any negative comments or comments regarding behaviour and attitude to work in the case of Grades 1 – 13.
- (5) The half-year reports are issued on the last schoolday before the winter holidays and year-end reports on the last school day of the year. Reports with the entry "not promoted" must be sent to parents timeously in a sealed envelope so that they have received the report at least one day prior to the general distribution of reports. Parents must sign the report to indicate they have received them.

III. Report marks

Report marks must be allocated according to § V point 2 - 4 of the regulations governing determining results and evaluation results. Half marks are not allowed.

IV. Determining report marks

- (1) The relevant subject teacher determines the report mark for a subject. If requested to submit the marks allocated to the headmaster, the subject teacher must do so. The headmaster must take note of the coordination of mark allocation.
- (2) To determine the report mark for a specific subject in which a number of class tests has been written (so-called "long subjects"), a composite mark is determined for class tests as well as a composite mark for other evaluation instruments. These composite marks must be underpinned by a sufficient number of individual marks. The composite mark must not be the arithmetical average of the individual marks. Single marks may be weighted differently if the degree of difficulty or the scope of the work tested should warrant it. The half-yearly report mark is made up of the composite mark for class tests plus the composite mark for other evaluation mechanisms (refer paragraph 3). Both composite marks as well as the report mark are reflected in the marksheets. For the compilation of the year mark, refer 3.8.
- (3) Percentages are divided between oral and written attainments, as reflected in the report mark of the so-called "long" subjects.
 - (3.1) Junior Primary (grade 1 - 4)
 - Grade 1: No half-year report; instead, a detailed discussion with the parents must take place. A detailed overall report is issued at the end of the year.
 - All subjects from grade 2: 50 % written
50 % further evaluation
 - (3.2) Secondary School (grades 5 - 12)
 - (3.2.1) grade 5 - 9
60 % written
40 % further evaluation
 - NSC stream*
 - (3.2.2) Grade 10
1st and 2nd half-year
60 % written
40 % further evaluation
 - (3.2.3) Grade 11
1st half-year
60 % written
40 % further evaluation

2nd half-year
60 % written (75% end-of-the-year exam and 25% class tests)
40 % further evaluation
 - (3.2.4) Grade 12
1st half-year, applicable to all subjects

75 % written
25 % further evaluation

In the case of the subjects English, German as mother tongue, German as foreign language and French the following applies:

50% written
50% further evaluation

2nd half-year

Prelim marks, including marks for oral examinations and/or practical examinations in accordance with current IEB regulations (refer Attachment 3)

Combined NSC and German International Abitur stream

(3.2.5) Grades 10 to 12 (German part)

50 % written
50 % further evaluation

- (3.3) As a rule the report mark is determined according to section 3.1 to 3.2 above. However, the report mark should not be the result of a purely arithmetical computation: it should rather be understood as a combined pedagogical and subject-related decision.
- (3.4) The report marks of subjects taught from grade 2 to 9 in which one class test is written per half-year (so-called “short subjects“ i.e. subjects taught in one or two periods per week), reflect the composite marks allocated by all evaluative instruments employed. In addition, the single class test is weighted one-third of the half-year mark (see Attachment – class tests). As regards the subject sport, no class tests are written from grades 2 to 9, and in the combined NSC and German International Abitur stream.
- (3.5) If, according to the allocation of periods to subjects, the marks of individual subjects are to be combined, a single mark is to be established for these subjects. The relevant subject teachers establish the mark jointly. The single report mark must not be the arithmetical average of the separate marks. This is especially relevant if the subjects differ in terms of number of periods and weighting of academic demands made by the subjects.
- (3.6) In the physical science NSC stream, grades 10 to 12, each subject section must receive a single mark and the overall mark must be calculated as an arithmetical average.
- (3.7) In art, grades 10 – 12, marks are weighted 50:50 for practical work and theory.
- (3.8) At the end of grade 11, NSC stream, marks are calculated according to the above regulations and averages, and according to the official National Senior Certificate regulations. Learners are not promoted if they do not meet the requirements for passing the National Senior Certificate exam at this stage. During the qualifying phase of the combined NSC and German International Abitur stream learners are informed timeously if they are in danger of not meeting the requirements stipulated by the German International Abitur regulations (DIAPO).
- (3.9) As a rule the report mark reflected in the year-end report is computed 50 % : 50 % (ratio between the two half-year marks) as determined by performance across the entire school year. Essentially the report mark is a pedagogical decision of the subject teacher and not a purely arithmetical result. In grade 12 only the prelim report is issued for the second half-year. The year-end report falls away. If learners change schools, the report marks of the severance report have to be considered. The regulations governing the “Ordnung der Deutschen Internationalen Abiturprüfung an deutschen Auslandsschulen (Beschluss der KMK von 17.06.2005)“ apply to the final report of the combined NSC and German International Abitur stream.

- (3.10) If a report mark cannot be given for a reason pertaining to the particular learner, a remark must be made in the report to the effect that it is not possible to give a mark. Reasons must be inserted under "remarks". Should the class conference, chaired by the headmaster or his deputy, find that the learner has behaved in a culpable manner, especially if he has refused to work, the learner must receive a "very poor" (0 %) in the subject for purposes of promotion. This must be entered in the report and a relevant reason must be noted in the learner's file.
- (3.11) Subjects in which a periodic mark has been allocated appear on the report as such (e.g. "music, satisfactory, first half-year) and are relevant to promotion.
- (3.12) The subject life orientation in the combined NSC and German International Abitur stream which is concluded in grade 11 is assessed internally at the school. This assessment forms part of the overall qualification of the combined NSC and German International Abitur stream ("Ordnung der Deutschen Internationalen Abiturprüfung an deutschen Auslandsschulen, Beschluss der KMK von 17.06.2005, Abkommen zwischen der Regierung der BRD und der Regierung RSA über die Einrichtung eines deutsch-südafrikanischen zweisprachigen Sekundarschulabschlusses vom 07. Mai 2009").

V. Evaluation of participation and behaviour

- (1) Evaluation of the class participation mark refers, mainly, to the learners' willingness to work and the input they give to solving problems either singly or as group members. When assessing behaviour, the rights and duties of learners have to be considered. Their behaviour in a group also has to be taken into account.
- (2) Evaluation of participation and behaviour are determined by the class conference chaired by the headmaster or his deputy on the strength of marks suggested by individual teachers.
- (3) Evaluation is noted as follows:
"very good", if the participation or behaviour of the learner is exemplary;
"good", if the participation or behaviour of the learner fully meets expectations;
"satisfactory", if the participation or behaviour of the learner generally meets expectations and no grave exceptions exist;
"not satisfactory", if the participation or behaviour of the learner does not meet expectations.
- (4) The mark **"not satisfactory"** must be justified by means of a remark in the report.

VI. Compiling reports

- (1) The report reflects the name of the school, name and surname of the learner, class, school year, and an indication whether it is a half-year, end-of-the-year, severance or final report. The severance and final report must also indicate the date and place of birth of the learner.
- (2) Reports are either handwritten or typed and may not have any corrections. They are signed personally by the headmaster and the class teacher or by their deputies. No mechanical signature stamps may be used. The date on which reports are issued is reflected in the report. Severance and final reports must be stamped with the school seal. The school keeps copies of severance and final reports. Details of other reports must be reflected in the learners' files kept by the school.
- (3) Marks have to be entered in words in the case of grades 2 – 4, and in the form of percentages in the case of grades 5 – 9. In the case of the NSC stream percentages are also required for grades 10 – 12. In the case of the Combined NSC and German International Abitur stream, the way marks are entered in the grade 10 – 12 reports is governed by § II.2 of these report- and promotion regulations and by the German International Abitur examination regulations.
- (4) Subjects and blank columns for the entry of marks must be crossed out in the report if the subject was not taught or if the learner did not take the subject as a compulsory subject or as a compulsory chosen subject.

- (5) Where learners have been exempted from taking certain subjects, they receive this remark instead of a mark.
- (6) A remark indicating participation in extra-mural activities or other voluntary educational activities must be entered under "Remarks" on the report. A verbal assessment (participated, participated with success, participated with great success) is given instead of a mark.
- (7) In the case of half-year and final reports the number of excused or unexcused days on which learners were absent have to be entered and in the case of the Combined NSC and German International Abitur stream the number of excused or unexcused periods have to be entered.

Part two: Promotion; school-exit exams

VII. General

- (1) Promotion and non-promotion are pedagogical measures which relate the educational progress of learners to their total development, their specific situations, their learning capacities, and their willingness to achieve. Fundamental to these measures is determining whether the learners have successfully attended a specific year group and whether they, as far as can be ascertained, will be able to participate successfully in work done by the consecutive year group.
- (2) The decision to promote or fail learners is based on marks attained in the end-of-the-year report in all compulsory and chosen compulsory subjects. The compulsory and chosen compulsory subjects are listed in Attachment 2 (table of subject period allocation). Promotion is not decided in the qualifying phase of the Combined NSC and German International Abitur stream. The regulations of the German International Abitur apply here. It is checked whether the learners meet the requirements of these regulations.
- (3) Learners may not be promoted on trial.
- (4) The class conference, chaired by the headmaster or deputy, decides on promotion or failure.
- (5) All teachers who taught the particular learners are entitled to vote. A simple majority carries a motion. In the event of a tied vote, the headmaster or his deputy decides. Abstentions are not allowed.
- (6) It must be evident from Junior High School reports whether learners attend the Haupt- or Realschule stream.
- (7) Where the school's recommendation differs from the school career the parents desire for the learner, the parents' decision predominates. If it was recommended that the learner attends a Hauptschule, only the status of Realschüler is relevant. The school decides whether the final placement occurs after half-a-year or after a whole year. The school decides on the basis of these report- and promotion regulations whether the requirements are met.

VIII. Promotion

VIII.1 Promotion in the Primary School, in the Junior High School and the Senior High School, NSC

- (1) As grades 1 and 2 are to be regarded as a unit, learners should only be failed in exceptional circumstances. In grades 2, 3 and 4 learners should only be promoted if they do not have anything below "adequate/pass" (40%) or if they have "poor" (39 – 20%) only in one subject. If learners have an "poor" (39 – 20%) twice or more or if they have a "very poor" (19 - 0%) once or more in German, English, mathematics or environmental studies, they cannot be promoted.
- (2) A learner is also promoted, if he has:

- a) "poor" (39 – 20%) in not more than one of the following subjects: German, mathematics, the 1st foreign language and the 2nd foreign language; and if the poor performance is condoned by at least a satisfactory performance (69 – 55%) in another subject in this group of subjects; or
 - b) below "adequate/pass" in not more than one of the remaining subjects; or
 - c) "poor" (39 – 20%) in one of the following subjects: German, mathematics, the 1st foreign language or the 2nd foreign language; and in one of the remaining subjects; and if his report reflects altogether three performances which are at least satisfactory (69 – 55%) and of which one is in German, mathematics, the 1st foreign language or the 2nd foreign language. Furthermore, only one at least satisfactory (69 – 55%) performance in art, music or sport may be used for condonation.
 - d) "poor" (39 – 20%) in two of the remaining subjects, but these poor performances are condoned by at least three satisfactory (69 – 55%) performances of which at most one may be in music, art or sport.
- (3) If the learner has "very poor" (19 - 0%) in one of the remaining subjects, this performance can be condoned by having "satisfactory" (69 – 55%) at least three times. One of the subjects has to be German, mathematics, the 1st foreign language or the 2nd foreign language. Only one at least satisfactory (69 – 55%) performance in art, music or sport may be used for condonation.
- (4) Promotion is not possible if the learner has a "very poor" (19 – 0%) in one of the following subjects: German, mathematics, the 1st foreign language and the 2nd foreign language. Condonation is not possible here.
- (5) Promotion is furthermore ruled out if learners have "poor" (39 – 20%) in more than two subjects; if they have "poor" (39 – 20%) in one subject and "very poor" (19 - 0%) in another; or if they have "very poor" (19 - 0%) in two or more subjects.

A Grade 11 NSC learner is promoted when he would have attained a "National Senior Certificate" at the end of Grade 12 with the same marks.

- (6) When learners are transferred to a different school form, the regulations of the school form that is being entered apply.
- (7) Realschüler are entitled to attend the combined NSC and German International Abitur stream if their final grade 10 Realschulzweig reports reflect that they:
- a) obtained at least an average of 3,0 marks in the compulsory subjects and chosen compulsory subjects (the average is calculated by using the marks)
 - b) and that they obtained an average of at least 3,0 marks especially in German, mathematics and the foreign language taught from grade 5 (usually English) and that they did not have an "poor" (39 – 20%) or "very poor" (19 - 0%) in any of these subjects.
1. Realschüler entitled to attend the combined NSC and German International Abitur stream join the combined NSC and German International Abitur stream in grade 10.
 2. The entitlements attained at the end of grade 10 are valid for learners who change to the DSJ from schools in Germany after grade 10. The learners are taken up in grade 10 of the combined NSC and German International Abitur stream, if an entitlement to attend the combined NSC and German International Abitur stream is submitted.

- (8) The “Ordnung der Deutschen Internationalen Abiturprüfung an deutschen Auslandsschulen (Beschluss der KMK von 17.06.2005)” determines whether the requirements for the combined NSC and German International Abitur stream are met.

VIII.2 Promotion: Hauptschulzweig

(See guideline 1)

VIII.3 Promotion: Realschulzweig

(See guideline 2)

IX. Promotion in exceptional cases

- (1) Deviating from regulation VIII, learners may be promoted in exceptional circumstances such as a prolonged illness, a change of school during the year, unusual developmental disturbances, exceptionally unfortunate home circumstances, unbalanced giftedness, etc. if such promotion is justifiable in terms of the overall appreciation of their whole personality, their specific situation, their usual level of achievement and their willingness to work; and if it is to be expected that they will be successful in the next grade. Unanimous agreement is required for promotion. Minutes have to be kept. Promotion is ruled out if it entails a final examination or an entitlement.
- (2) Learners coming from another school with insufficient knowledge of German and English may be granted up to 1,5 years in which to catch up. During this period these two subjects are not considered for purposes of promotion. This regulation also applies to subjects for which the learners did not enrol at the school which they come from.

X. Non-promotion

- (1) Learners who have not been promoted must repeat the last grade they attended.
- (2) Learners who have failed the same grade twice or who have failed two consecutive grades must leave the school or change educational stream.
- (3) Deviating from § X.2, at the request of the parents and with the consensus of the class conference, the headmaster may allow a learner to repeat a grade or to repeat a second time. In this case § IX .1 applies.

XI. Informing parents

- (1) If learners’ promotion is endangered by their first half-year results, a relevant remark must be entered in their reports.
- (2) The remark “in danger of failing“ is entered if the learners’ performances are precarious; the remark “in serious danger of failing“ is entered if the learners cannot be promoted with the marks reflected in their half-year report. A repeated warning in the form of a “blue letter“ (refer § XI.3) will not be issued in these cases.
- (3) If the danger of failing materialises only in the course of the second half-year, the parents receive a written notification in the form of a “blue letter at least 10 weeks before the last day of the school year.
- (4) If there is a reason to do so, parents of learners must be informed that they could submit a written request to the school at least one month before the last day of the school year that certain circumstances be taken into consideration with regard to promotion (§ IX) and repeating a grade (§ X.3).

- (5) If a compulsory subject or chosen compulsory subject is taught in a periodic programme for only the first half-year, the parents must be informed at the beginning of the year that the report mark of the first half-year will be considered for promotion or successful attendance (§ IV.3.10). They are indicated on the report as subjects taught in a periodic programme (e.g. „Music satisfactory, first half-year“).
- (6) If remarks, warnings or information have not been communicated as laid down in paragraphs 1 to 5, no claims may be raised against the school; § IX.1 remains inviolable.

XII. Equalisation remark: Hauptschulabschluss, Realschulabschluss

- (1) Learners who have passed grade 9 and who leave school will, on request, receive a remark in their reports indicating that the report is equated with the German Hauptschulabschluss.
- (2) The Hauptschule exit has been attained if the requirements of guideline 1 of these report- and promotion regulations are met.
- (3) Learners who have passed grade 10 and who leave the school will be given a remark in their reports to the effect that the report is equal to a German Realschulabschluss.
- (4) The remark on the severance report reads:
“On the grounds of authorisation granted to the Deutsche Internationale Schule Johannesburg as resolved by the Conference of Ministers of Cultural Affairs on 30.9.1993, this report is equal to a German Hauptschulabschluss / Realschulabschluss”.
- (5) The Realschule exit has been attained if the requirements of requirements of guideline 2 of these report- and promotion regulations are met.
- (6) The German marks system from “very good“ to “very poor“ applies. Percentages are converted into marks according to Attachment 1.

XIII. Accelerated promotion

- (1) The headmaster can allow exceptionally gifted and diligent learners to jump a grade, provided the conference of subject teachers makes such a request in agreement with the parents. Conditions are that such learners clearly perform much above their grade average, and that their attitude to work presumes successful participation in the new grade.
- (2) The decision may not depend on an examination. The learner must be advised in such a manner, and assisted in the new grade in such a way that problems that might be encountered because of the accelerated promotion be kept to a minimum. With regard to mark allocation such learners have to be granted a period of up to half a year for catching up in the new grade.
- (3) Accelerated promotion may occur in the middle of the year and at the end of the year. Such promotion must be noted in the report.

XIV. Return to previous grade

- (1) Learners from grades 1 to 12 may, once only, return voluntarily to a grade immediately below that which they are attending. Such a step is not possible out of a grade the learner is at the time repeating or into a grade that he has repeated.
- (2) At the latest parents must request such a demotion at the end of the third term. The headmaster must grant the request provided conditions laid down in paragraph 1 and 2, sentence 1, have been met. The demotion must be noted in the report.
- (3) A later promotion of such learners to the grades into which they have already been promoted does not require a renewed subject conference decision.

- (4) If learners leave school while in the grade into which they have been demoted, a remark to the effect must be entered in their severance reports that the learners have already been promoted and have voluntarily returned to the previous grade.

- D. Jacob, StD -
Principal

- Jens Fahrenkrug -
Oberstufenkoordinator

Johannesburg, 22 May 2009

Promotion: Hauptschulzweig

- (1) Only those learners are promoted to the next grade who meet the requirements of subjects or subject groups of decisive importance for promotion purposes in the course of the current school year and who seem to be equal to the requirements of the consecutive grade.
- (2) The requirements apply according to guideline 1 § 1, when the year report reflects that besides:
 1. a "very poor" (19 - 0%) in one subject decisive for promotion; or
 2. a "poor" (39-20%) in two subjects decisive for promotion, there were no other decisive subjects under "adequate/pass" (40%) or that these further subjects could be condoned.

The following condonations are possible:

- a) A "very poor" (19 - 0%) can be condoned by a "very good" (100-85%) in another subject decisive for promotion or by a "good (84-70%) in two other subjects decisive for promotion.
 - b) A "poor" (39 – 20%) can be condoned by at least a "good" (84-70%) in another subject decisive for promotion.
- (3) As an exception the class conference can promote a learner who should not have been promoted according to guideline 1 § 2, with a unanimous decision, if it is of the opinion that the learner's performance does not meet the promotion requirements only temporarily and that after a transitional period it would probably meet the requirements of the next grade. This decision may not be repeated for two consecutive school years.
- (4) If it is not possible to promote learners at the end of grades 6, 7 and 8 only because of their performance in the foreign language, they can nevertheless be promoted if their guardians notify the school that they no longer take the foreign language.
- (5) The promotion or non-promotion of learners has to be indicated on their reports by the words "promoted" or "not promoted". In the case of a promotion according to guideline 1 § 3 the following remark has to be entered:
"Promoted according to guideline 1 § 3 of the promotion regulations".
- (6) The class conference may, in agreement with the principal, allow learners who are not promoted a probation period of about four weeks for admission to the next grade if they think that the learners could correct the weaknesses in the subjects in which they had less than "adequate/pass" (40%) within a reasonable time. The admission presupposes a set of common objectives. At the end of the probation period a teacher appointed by the principal examines the learners in writing and orally in those subjects decisive for promotion purposes in which they had below "adequate/pass" (40%) the previous year. The exam covers the contents taught during the probation period and the previous school year. The result replaces the mark for the respective subject in the previous year's report. If the new marks in this report meet the requirements according to guideline 1 § 2, the learners are promoted and the decision of non-promotion taken at the end of the previous year works retroactively as if it was not taken.

Subjects of decisive importance

Subjects of decisive importance, as they appear in the school timetable for the respective grade, are religion, ethics, German, foreign language, natural sciences, history, geography and mathematics; as well as the subject with the best mark out of sport, music and art.

Promotion: Realschulzweig

- (1) Only those learners are promoted to the next grade who meet the requirements of subjects or subject groups decisive for promotion in the course of the current schoolyear and who seem to be equal to the requirements of the consecutive grade.
- (2) The requirements apply according to guideline 2 § 1, when the year report reflects:
 1. that the average of the marks in all the subjects decisive for promotion is 4,0 or higher; and
 2. the average of the core subjects is 4,0 or higher; and
 3. the learner has no "very poor" (19 - 0%) in any core subject; and
 4. the learner does not have less than "adequate/pass" (40%) in more than one of the subjects decisive for promotion; if this happens in at most three subjects, the learner must be promoted when each of these three subjects is condoned.

The following condonations are possible:

- a) A "very poor" (19 - 0%) in a subject that is not a core subject can be condoned by a "very good" (100-85%) in another subject decisive for promotion or by a "good" (84-70%) in two other subjects decisive for promotion.
 - b) A "poor" (39 – 20%) in a core subject can be condoned by at least a "good" (84-70%) in another core subject.
 - c) A "poor" (39 – 20%) in a subject that is not a core subject can be condoned by at least a "good" (84-70%) in another decisive subject or by a "satisfactory" (69-55%) in two other decisive subjects.
- (3) As an exception the class conference can promote a learner who should not have been promoted according to guideline 2 § 2, with a two-thirds majority, if it is of the opinion that the learner's performance does not meet the promotion requirements only temporarily and that after a transitional period it would probably meet the requirements of the next grade. This decision may not be repeated for two consecutive school years.
 - (4) The promotion or non-promotion of learners has to be indicated on their reports by the words "promoted" or "not promoted". In the case of a promotion according to guideline 2 § 3 the following remark has to be entered:
"Promoted according to guideline 2 § 3 of the promotion regulations".
 - (5) If learners are not promoted at the end of grade 5 or 6, the class conference has to recommend that the learners change to the Hauptschule, unless it should be of the opinion that the learners, after repeating the grade, would probably be equal to the requirements of the Realschule. The recommendation has to be entered in the year report.
 - (6) The class conference may, in agreement with the principal, allow learners who can repeat the grade a probation period of about four weeks for admission to the next grade if they think that the learners could correct the weaknesses in the subjects or subject groups where they had less than "adequate/pass" within a reasonable time. The admission presupposes a set of common objectives. At the end of the probation period a teacher appointed by the principal examines the learners in writing and orally in those subjects decisive for promotion purposes in which they had below "adequate/pass" during the previous year. The exam covers the contents taught during the probation period and the previous school year. The result replaces the mark for the respective subject in the previous year's report. If the new marks in this report meet the requirements according to guideline 2 § 2, the learners are promoted and the decision of non-promotion taken at the end of the previous year works retroactively as if it was not taken.

Subjects of decisive importance

- (1) Subjects of decisive importance for promotion to the next grade are:
 1. in the compulsory category, as they appear in the school timetable for the respective grade, are religion or ethics, German, history, geography, business studies, social studies, compulsory foreign language, mathematics, natural science, sport, music, and art.
 2. in the chosen compulsory category, those subjects that meet the requirements of the contingent timetable for technology, humans and the environment or the chosen compulsory foreign language according to guideline 2 § 3. Should promotion not be possible due to the importance for promotion of the subjects sport, music or art, only the subject with the highest mark amongst these three subjects is decisive for promotion purposes. In the case of learners who have no foreign language tuition in grade 4 of the Primary School in the foreign language which is carried on in grade 5, this subject is not important for promotion, if promotion were otherwise not possible.
- (2) German, the compulsory foreign language, mathematics, the chosen compulsory subject and the natural sciences are core subjects.
- (3) If it is not possible to promote learners at the end of grade 7 only because of their performance in the chosen compulsory foreign language, they can nevertheless be promoted if their guardians choose another subject from the field of chosen compulsory subjects for them.

Attachment 1

Deutsche Internationale Schule Johannesburg

Assessment Key

Assessment key for grades 2 - 10

Noten / Grades 2-10	sehr gut 1	gut 2	befriedigend 3	ausreichend 4	mangelhaft 5	ungenügend 6
Prozent / Percentage	100 – 85 %	84 – 70 %	69 – 55 %	54 – 40 %	39 – 20 %	19 – 0 %

Assessment key for gymnasial high school

Noten / Grades 11-12	sehr gut + 1 -	gut + 2 -	befriedigend + 3 -	ausreichend + 4 -	mangelhaft + 5 -	ungenügend 6
Punkte / German Classification	15 14 13	12 11 10	9 8 7	6 5 4	3 2 1	0
English / Translation	very good	good	satisfactory	adequate/pass	poor	very poor
Percentage	100 – 85 %	84 – 70 %	69 – 55 %	54 – 40 %	39 – 20 %	19 – 0 %

Assessment key for NSC

Rating Code	7	6	5	4	3	2	1
Marks	80 – 100 %	70 – 79 %	60 – 69 %	50 – 59 %	40 – 49 %	30 – 39 %	0 – 29 %
Description	outstanding	meritorious	substantial	adequate	moderate	elementary	not achieved

Attachment 2

DSJ Primary School Timetable

Learning area	Grade 1		Grade 2		Grade 3	Grade 4
German	11	21	9	19	6	6
Environmental studies	4		4		3	3
Mathematics	6		6		5	5
English	0		2		5	5
Music	2		2		2	2
Art	2		2		2	2
Sport	3		3		2	2
Religion	2		2		2	2
Computer studies	0		0		1	1
Arbeits-gemeinschaft	0		2		2	2
Total	30		30		30	30
Extra lessons Integrated with tuition	2		2			
Additional	2-5		2-3		2-3	2-3

Deutsche Internationale Schule Johannesburg
Timetable from 2007

	5	6	7	8	Choice	9	Choice	10	Total number of lessons (including grade 10)			11	12	Total
									DS 1)	Requirement BLASchA 2)	conversion 3)			
German	6	6	6	6		6		6	36	28	32,0	6	6	48
English	6	6	6	6		6		5	35	24	31.1	5	5	45
2 nd foreign language			4	4		4	1 out of	5	17	16	15.1	5	5	27
3 rd foreign language					1	4	2	5	9	0	8,0	5	5	19
Business economics					out of	4		5	9	0	8,0	5	5	19
Information technology	2	2			3	4		5	13	0	11,5	5	5	23
History	2	2	2	2		2		3	13	10	11,5	3	4	20
Geography	2	2	2	1		2			9	8	8,0			9
Sport	3	3	2	2		2	Life	2	14	12	12.4	2	2	18
Social studies/Life skills	1	1					orientation	2	4	4	3.5	2		6
Mathematics	6	6	5	5		5		6	33	25	29,3	6	6	45
Physics			1	2		2	2	4	8,5	7	7,5	4	5	17,5
Chemistry				2		2	out of	4	8,5	5	7,5	4	5	17,5
Biology	2	2	2	2		2	3	4	14	10	12,4	4	5	23
Music	2	2	2	2		1	1 out of	2	20	16	17.7	2	2	15
Art	2	2	2	2		1	2	2				2	2	15
Religion/Ethics	2	2	2	2					8	6	7,1			8
Combined stream extra								2	2	5	1.7	2	1	5
Technology/Needlework	2	2	2						16	12	14,2			6
Tuition of special-interest subjects/extra lessons	2	2	2	2		2								10
Total	40	40	40	40		41		41	242	188	238.5	41	41	324 4)

Legend : DS = Deutsche Schule

Attachment 3

Paragraph IV, 3.2.4 of the Report- and Promotion Regulations

IEB-regulations governing the oral yearmark and portfolio:

English first language	oral: 80P.	Portfolio: 120P.
Afrikaans second language	oral: 60P.	Portfolio: 80P.
German first language	oral: 100P.	Portfolio: 100P.
German third language	oral: 100P.	Portfolio: 100P.
French	oral: 100P.	Portfolio: 100P.
Biology		Portfolio: 100P.
Computer studies	practical work: 80P.	Portfolio: 120P.
Art	Project: 60P.	Portfolio: 150P.
Business economics		Portfolio: 100P.
Mathematics		Portfolio: 100P.
Physics / Chemistry		Portfolio: 100P.
Geography		Portfolio: 100P.
History		Portfolio: 100P.

Attachment 4

Minimum number of written class tests

Primary School

Plan for class tests – Primary School
from 01.01.2007

Primary School 1 No class tests, but short tests to establish whether the learners understood

Primary School 2	German	6 Dictations
	Mathematics	6

Primary School 3	German	6 Dictations (of which 2 must have a grammatical or spelling component) 4 Essays
	English	8 (comprehension 2, dictation 2, grammar 4)
	Mathematics	6
	Environmental studies	4

Grade 4	German	6 Dictations (of which 4 must have a grammatical or spelling component) 4 Essays
	English	8 (comprehension 2, dictation 2, grammar 4)
	Mathematics	6
	Environmental studies	4

Junior High School and Senior High School, NSC

Minimum number of class tests from 2008

Subjects	grade 5	grade 6	grade 7	grade 8	grade 9	grade 10		grade 11		grade 12	
						NSC	Abitur	NSC	Abitur	NSC	Abitur
German	4	4	4	4	4	4	4	3 1 Exam	4	2 1 Exam	3
German as foreign language	4	4	4	4	4	4		3 1 Exam		2 1 Exam	
English	4	4	4	4	4	4		3 1 Exam		2 1 Exam	
Afrikaans			4	4	4	4		3 1 Exam		2 1 Exam	
French			4	4	4	4	4	3 1 Exam	4	2 1 Exam	3
History	2	2	2	2	2	4	4	3 1 Exam	4	2 1 Exam	3
Social studies/ Life skills	2	2									
Geography	2	2	2	2	2	4		3 1 Exam		2 1 Exam	
Business Economics					4	4		3 1 Exam		2 1 Exam	
Life Orientation						2		2			
Religion / Ethics	2	2	2	2							
Information technology	2	2									
Computer application technology						4		3 1 Exam		2 1 Exam	
Mathematics	4	4	4	4	4	4	4	3 1 Exam	4	2 1 Exam	3
Biology	2	2	2	2	2	4	4	3 1 Exam	4	2 1 Exam	3
Physics				2	2	4	4	3 1 Exam	4	2 1 Exam	3
Chemistry			2	2	2	4	4	3 1 Exam	4	2 1 Exam	3
Art	2	2	2	2	2	4		3 1 Exam		2 1 Exam	
Music	2	2	2	2	2		2		2		2
Sport											

If there are special reasons for deviating from the prescribed number of tests, permission has to be obtained timeously from HoDs and the principal.