



2024

**PRIMARY SCHOOL LEAVING
EXAMINATION**

T I M E T A B L E

OCTOBER 2024

FINAL VERSION DATED 01 JANUARY 2024

General Instructions and Guidelines

1 About this timetable

This timetable contains

- instructions and guidelines about the examinations,
- a full list, in date order, of all the examinations.

The timetable must be followed throughout. If there is any discrepancy between this timetable and any other documents such as Statements of Entry or labels on Question Paper packets, the timetable takes precedence over all other documents and the Head of Centre should contact the Director Assessment Administration at the BEC for confirmation.

2 About the Sessions

Examinations scheduled for the first session should start at **08:00**; and those for the second session should start at **11:00**.

3 Time Allowance for Question Papers

Any time required for candidates to read through question papers, to study maps, etc. is already included in the duration of the examination as shown on the timetable and on the front cover of the question paper. No additional time should be allowed except for some Special Needs papers, of which specific instructions will be enclosed.

4 General Notes

- **The Invigilator's manual and the timetable should be placed in each examination room at all times for the duration of the examinations period.**
- The Chief Invigilator must ensure that the correct question paper packet is opened on the scheduled time in the timetable.
- **At the beginning** of each examination session, sealed packets of the question papers should be opened by the Invigilator in the presence of candidates.
- **At the end** of each examination, scripts and answer sheets should be sealed in the presence of the candidates.
- The **attendance register and seating plan** for each of the scheduled examinations should be completed before the candidates are dismissed from the examination room.
- All scripts and answer sheets will be collected from the centre after the last paper has been written. Communication will be made to centres regarding arrangements for the collection of scripts.

4 General Notes (Cont.)

- Centres should be aware that **examination malpractice is classified as a criminal offence** and that there are sanctions and penalties which may lead to loss of marks, disqualification, or barring from examinations of candidates or the Centre.
- The Head of Centre should ensure that teachers, invigilators, and candidates are made aware of their responsibility in guarding against malpractice as well as the consequences. All work submitted must be the candidate's authentic work.
- The centre should ensure that there is no collusion, copying, impersonation or any suspicious acts during examinations.
- **Centres should follow the guidelines for conduct of examination at all times.**

03 October — 10 October 2024

First Session starts at **08:00**

Second Session starts at **11:00**

Thursday 03 October	Component	Time
	01/2 Setswana Paper 2 Composition & Letter	08:00 - 09:00

Component	Time
05/1 Social Studies Paper 1	11:00 - 12:00

Friday 04 October	Component	Time
	02/1 English Paper 1	08:00 - 09:30

Component	Time

Monday 07 October	Component	Time
	04/1 Science Paper 1	08:00 - 09:00

Component	Time
07/1 Religious & Moral Education Paper 1	11:00 -12:00

Tuesday 08 October	Component	Time
	06/1 Agriculture Paper 1	08:00 - 09:30

Component	Time

Wednesday 09 October	Component	Time
	01/1 Setswana Paper 1	08:00 - 09:30

Component	Time
02/2 English Paper 2 Composition & Letter	11:00 - 12:00

Thursday 10 October	Component	Time
	03/1 Mathematics Paper 1	08:00 - 09:30

Component	Time

First Session starts at **08:00**

Second Session starts at **11:00**

Key to the Timetable

Syllabus	Code	Date	Session	Duration
Setswana	01/1	09 Oct	First	1 Hr 30 Mins
	01/2	03 Oct	First	1 Hr
English Paper	02/1	04 Oct	First	1 Hr 30 Mins
	02/2	09 Oct	Second	1 Hr
Mathematics	03/1	10 Oct	First	1 Hr 30 Mins
Science	04/1	07 Oct	First	1 Hr
Social Studies	05/1	03 Oct	Second	1 Hr
Agriculture	06/1	08 Oct	First	1 Hr 30 Mins
Religious & Moral Education	07/1	07 Oct	Second	1 Hr