

Term 1 45 days	Week 1: 27-29 January (3 days)	Week 2: 1-5 February (5 days)	Week 3: 8-12 February (5 days)	Week 4: 15-19 February (5 days)	Week 5: 22-26 February (5 days)	Week 6: 1-5 March (5 days)	Week 7: 8-12 March (5 days)	Week 8: 15-19 March (5 days)	Week 9: 23-26 March (4 days)	Week 10: 29-31 March (3 days)
CAPS										
Skills: Listening and speaking	Introduction of learners to class Features and conventions of oral texts (public speaking techniques, structure and preparation process) Planning, researching, organising, practising and presenting Duration: 1 hour		Listening for comprehension (Informative, evaluative, appreciative and interactive) Duration: 1 hour		Unprepared speech: Features and conventions structure and preparation personal preparation personal presenting presenting Duration: 1 hour	process)	Unprepared speech: Features and conventions (public speaking techniques, structure and preparation process) Planning, researching, organising, practising and presenting Duration: 1 hour		Prepared Speech Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour	
Reading and viewing	FIRST WEEK: Baseline test Peer assessment of baseline test Discussion of baseline test		 Reading for comprehension: Strategies using written texts: See 3.2 (CAPS) Literature study Duration: 4 hours 		 Reading for comprehension: Vocabulary development and language use Sentence structures Literature study Duration: 4 hours 		 Summary writing Literature study Duration: 4 hours 		Review/mediate: Test 1: Language in context Literature study: Review: Novel/ folklore (African Languages) Drama	
Writing and presenting	resenting including literary genres • Literature study • Novel / folklore (African Languages) • Drama		Transactional texts: Review /magazine article Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting		Transactional texts: Dialogue/Formal letter Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions		Essay:1 x Narrative/ descriptive / argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice		Poetry Work covered in Term 1 Duration: 3 hours Essay types: Narrative/ descriptive / argumentative Transactional texts studied Focus on:	
Language structures and	Poetry Duration: 3 hours		Language structures and conventionsRegister, style and voiceWord choice		Register, style and voice Word choice Sentence construction		Word choice Sentence construction Paragraph writing		Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions	
conventions (Integrated into all skills)	Discuss the features of transactional texts Discuss features of essay types: Narrative Descriptive Argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 3 hours		Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours		Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours		Punctuation and spelling Format and features of chosen text Duration: 4 hours		Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 3 hours	
Requisite Pre-Knowled ge	Listening/speaking skills Process writing Writing skills, format and features of transactional texts Writing skills, format and features of essay types, paragraph writing		Listening/speaking skills Process writing Writing skills, format and features of transactional texts		Features and conventions of oral texts Process writing Writing skills, format and features of transactional texts		Features and conventions of oral texts Process writing Summary writing skills Writing skills, format and features of essay types, paragraph writing		Listening/speaking skills Features and conventions of oral texts Summary writing skills Process writing Writing skills, format and features of essay and transactional texts	
Resources (other than textbook) to enhance learning	awareness		ond Chance: Study Guide: Writing Second Chance: Study Guide: Writing ond Chance: Study Guide: Critical Language Second Chance: Study Guide: Critical Language			ture study. Writing Critical Language	Additional resources for Liter Second Chance: Study Guid Second Chance: Study Guid awareness	e: Writing	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness Test 1: Language in context	



Informal Assessme	Pre-reading activities for introduction to literature Focus on process writing and features for essays and transactional texts Baseline assessment	Pre-reading activities for introduction to literature Focus on process writing for transactional texts	Authentic listening activities, e.g. radio broadcast Focus on process writing for transactional texts	Focus on summary writing / visual literacy activities: Paper 1 Focus on process writing for essays	Correction of Test 1: Language in context
SBA (Formal Assessmen	nt)	Task 1 Oral: (15 marks) Listening for comprehension	Task 2 Writing: (25 marks) Transactional writing	Task 3 Oral: (15 marks) Unprepared speech	Task 4: Test 1: (35 marks) Language in context Comprehension Summary Language structures and conventions



Term 2 51 days CAPS Skills: Listening and	Week 1: 13-16 April (4 days) • Features and conventions of oral texts (public speaking techniques, structure and preparation process)	Week 2: 19-23 April (5 days) Unprepared reading alou Features and conventing	ons	Features and conv	Week 5: 10-14 May (5 days)	Week 6: 17-21 May (5 days) Informal discussions/ con Features and conventio Applying conventions		Week 8: 31 May-4 June (5 days) Informal discussions/ convinterview/speech: • Features and convention	J	Week 10: 14–18 June (4 days)	Week 11: 21–25 June (5 days)
speaking Reading and	Planning, researching, organising, practising and presenting Duration: 1 hour Informal baseline test of Term 1 work:	Planning, researching, organising, practising and presenting Duration: 1 hour Summary writing		and presenting Duration: 1 hour Interpretation of visual texts		Duration: 1 hour • Reading for comprehension:		Planning, researching, organising, practising and presenting Duration: 1 hour Interpretation of visual texts		Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour	
viewing	Peer assessment of baseline test Discussion of baseline test Review of Term 1 content/ skills Review poetry/ literary essay Novel / folklore (African Languages) Drama Poetry	Literature study Duration: 3 hours		e.g. adverts, cartoons, pictures • Literature study Unseen poetry Duration: 4 hours		Interpretation of visual texts, e.g. adverts, cartoons, pictures Literature study Seen poem Duration: 4 hours Transactional text:		Reading for comprehension: Textual Editing Literature study Poetry Essay (Seen poem) Duration: 4 hours Transactional text:		Review/remediation: Test: 2 • Literature study: Review: • Novel / folklore (African Languages) • Drama • Poetry	
Writing and presenting Language	Discuss the features of transactional texts covered in previous term. Discuss features of essay types: Narrative Descriptive	Essay: 1 x Narrative/descriptive/argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions • Register, style and voice • Word choice		Transactional text: Application/business/email Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions • Register, style and voice		Magazine article/speech Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice		Dialogue Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions • Register, style and voice		Work covered in Term 2 Duration: 3 hours Essay types: Narrative/descriptive/argumentative Transactional text studied Focus on:	
structures and conventions (Integrated into all skills)	Argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice	Sentence constructio Paragraph writing Punctuation and spel Format and features of cl Duration: 3 hours	ling	Word choice Sentence construct Paragraph writing Punctuation and sp	oelling	Word choiceSentence constructionParagraph writingPunctuation and spelling	g	 Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours 		Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing	
	Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 1,5 hours			Format and features of Duration: 4 hours		Format and features of ch Duration: 4 hours	osen text			Punctuation and s Format and features Duration: 3 hours	of chosen text
Requisite Pre-Knowled ge	Listening/speaking skills Process writing Writing skills, format and features of transactional texts and essays	Listening/speaking skills Summary writing Essay writing skills, format types, paragraph writing		texts	nd features of transactional	Listening/speaking skills Features of visual texts Process writing Writing skills, format and fea		Listening/speaking skills Process writing Writing skills, format and features of transactional texts		Listening/speaking ski Process writing Writing skills, format a and transactional texts	and features of essays s
Resources (other than textbook) to enhance learning	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Lit Second Chance: Study Gu Second Chance: Study Gu awareness Previous year examination Paper 1 for summary activi	ide: Writing ide: Critical language s papers	Additional resources fo Second Chance: Study Second Chance: Study awareness Previous year examina Paper 2 / Paper 1	Guide: Writing Guide: Critical language	Additional resources for Lite Second Chance: Study Guid Second Chance: Study Guid awareness Previous year examinations Paper 2 / Paper 1	de: Writing de: Critical language	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual literacy activity		Additional resources for Second Chance: Stud language awareness Second Chance: Stud Test 2: Literature	y Guide: Critical
Informal Assessment	Activity on literature genre Pre-reading activities for literature covered in Term 1 Focus on process writing for transactional texts/ essays	Activity on literature genre Process writing for the essa Activity on summary writing	ay writing tasks	Process writing for the Activity on visual literac	transactional writing tasks cy/ unseen poem	Process writing for the trans Activity on visual literacy/ se		Process writing for the transa Activity on visual literacy/ poor		Correction of Test 2: L	iterature





SBA (Formal Assessment)	Task 5 Writing: (50 marks) Narrative/descriptive/argumentative essay	Task 6 Oral:(10 marks) Unprepared reading aloud/prepared speech	Task 7 Test 2: (35 marks) Literature Poems: 1 Seen poem – literary essay (10) 1 unseen poem – contextual questions (10) Novel/drama - contextual questions (15)
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Term 3 52 days CAPS	Week 1: 13-16 July (4 days)	Week 2: 19-23 July (5 days)	Week 3: 26-30 July (5 days)	Week 4: 02–06 August (5 days)	Week 5: 10-13 August (4 days)	Week 6: 16-20 August (5 days)	Week 7: 23-27 August 5 (days)	Week 8: 30 Aug–03 Sep (5 days)	Week 9: 6-10 Sep (5 days)	Week 10: 13-17 Sep (5 days)	Week 11: 20-23 Sep (4 days)	
Skills: Listening and speaking Reading and viewing Writing and presenting Language structures and conventions (Integrated into all skills)	Meetings and meeting procedures: Conversation Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour Informal baseline test of Term 2work: Peer assessment of baseline test Discussion of baseline test Discussion of baseline test Discussion of baseline test Review of Term 2 content/skills Review poetry/ literary essay Novel/ folklore (African Languages) Drama Poetry Duration: 1,5 hours Discuss the features of transactional texts covered in previous term. Discuss features of essay types: Narrative Descriptive Argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 1,5 hours	Storytelling Features and convent Planning, researching and presenting Duration: 1 hour Summary writing Literature study Literary essay Duration: 4 hours Essay: 1 x Narrative/dest Language structures and Register, style and voi Word choice Sentence construction Paragraph writing Punctuation and spelli Format and features of c Duration: 4 hours	criptive/ argumentative d conventions ice	Prepared speech		Planning, researching practising and presenting Duration: 1 hour Reading for compreher Vocabulary developme Sentence structures Literature study Duration: 4 hours Essay: 1 x Narrative/descr Focus on: Process writing: Planning proof-reading and presenting Language structures and Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling	 Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour Reading for comprehension: Vocabulary development and language usage Sentence structures Literature study Duration: 4 hours Essay: 1 x Narrative/descriptive/ argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text 		Prepared speech Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour Interpretation of visual texts Literature study Duration: 4 hours Transactional texts: Report/review/newspaper article/magazine article Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours		Mediation Prepared speech	
Requisite Pre-Knowled ge	Listening/speaking skills Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Process writing Features and conventions Process writing- summary Essay writing skills, format types, paragraph writing	writing	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts		Listening/speaking skills Process writing Essay writing skills, format and features of essay types, paragraph writing		Listening/speaking skills Process writing Writing skills, format and features of transactional texts		Listening/speaking skills		
Resources (other than textbook) to	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Li Second Chance: Study Gu Second Chance: Study Gu awareness Previous year examination Paper 1 for summary activ	uide: Writing uide: Critical language us papers	Second Chance: Study Gu	year examinations papers Previous year examinations papers		Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual texts activity		Additional resources for Literature study Second Chance: Study Guide: Critical language awareness Second Chance: Study Guide: Writing			

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enhance learning						
Informal Assessment	Activity on literature genre Pre-reading activities for literature covered in term 3 Focus on process writing for transactional texts/ essays.	Activity on literature genre Process writing for the essay writing tasks Activity on summary writing	Process writing for the transactional writing tasks Activity on visual literacy/ unseen poem	Process writing for essay writing Activity on visual literacy/ unseen poem	Process writing for the transactional writing tasks Activity on visual literacy/ poetry essay	
SBA (Formal Assessment)			Task 8 Literature: (35 marks) Assignment/Project		Task 9 Oral: (10 marks) Prepared speech	



Term 4 47 days	Week 1: 05-08 Oct (4 days)	Week 2: 11-15 Oct (5 days)	Week 3: 18-22 Oct (5 days)	Week 4: 25-29 Oct (5 days	Week 5: 1-5 Nov (5 days)	Week 6: 8-12 Nov (5 days)	Week 7 15-19 Nov (5 days)	Week 8 22-26 Nov (5 days)	Week 9 29 Nov – 3 Dec (5 days)	Week 10 6- 8 Dec (3 days)
CAPS										
Skills: Listening and speaking Reading and viewing Writing and presenting Language structures and conventions (Integrated into all skills)	Introducing a speaker/vote of thanks: • Features and conventions • Applying conventions Duration: 1 hour • Reading for comprehension: Strategies using written texts. See 3.2 (CAPS) • Literature study Duration: 3 hours d Essay: 1 x Narrative/descriptive/ argumentative Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions • Register, style and voice • Word choice • Sentence construction		Debate/Panel discussions: Features and conventions Planning, researching, organising, practising and presenting Duration: 1 hour Reading for comprehension: Interpretation of visual texts Literature study Duration: 4 hours Transactional text: Friendly/formal (request/complaint/application/business) / friendly and informal letters to the press/ /obituary Focus on: Process writing: Planning, drafting, revising, editing, proof-reading and presenting Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours		Prepare for examination Revision Informal discussions/conversation: Features and conventions Duration: 1 hour Reading for comprehension: Comprehension Summary Language Structures and Conventions Literature study Novel or folklore (African Languages), drama & poetry Duration: 4 hours Transactional text: Language structures and conventions Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 4 hours		Prepare for examination Revision Informal discussions/convector conventions Duration: 1 hour • Reading for comprehens Comprehension Summary Language Structures and Courter to folklore (African Laboration: 4 hours Transactional text: Language structures and course to Word choice • Sentence construction • Paragraph writing • Punctuation and spelling Format and features of chood course to the puration: 4 hours	ion: Conventions anguages), drama & poetry onventions	Notes on or guidelines for final examinations: Task 10 End-of-year- examinations: (300 marks) Paper 1 – Language in context (70 marks) – 2 hrs Paper 2 – Literature (80 marks) – 2.5 hrs Paper 3 – Writing (100 marks) – 3 hrs Paper 4 – *Orals (50 marks) * Oral for formal assessment: Learners should do one listening for comprehension (Task 1), one unprepared speech(Task 3), and either two prepared speeches OR one prepared speech and one unprepared reading aloud (Task 6 and Task 9).	
Requisite Pre-Knowled ge	I FIOCESS WITHOU		Listening/speaking skills Interpretation of visual texts Process writing Writing skills, format and features of transactional texts		Listening/speaking skills Process writing Writing skills, format and features of transactional texts		Listening/speaking skills Process writing Writing skills, format and features of transactional texts			
Resources (other than textbook) to enhance learning	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers		Additional resources for Literature study and Chance: Study Guide: Writing and Chance: Study Guide: Writing and Chance: Study Guide: Critical language areness Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness		le: Writing le: Critical language	Additional resources for Liter Second Chance: Study Guid Second Chance: Study Guid awareness Previous year examinations p	e: Writing e: Critical language			
Informal Assessment	Focus on Paper 1: Answering the comprehension Summary writing Visual literacy		ering the comprehension ary writing		Process writing for the transa Revision activities on literature		Process writing for the transactional writing tasks Revision activities on literature genres			
SBA (Formal Assessment)										