



THE KENYA NATIONAL EXAMINATIONS COUNCIL

KNEC/TD/SE/KPSEA/TT/23/010

2023 KENYA PRIMARY SCHOOL EDUCATION ASSESSMENT (KPSEA)

Timetable, Instructions & Guidelines

1.0 INSTRUCTIONS AND SCHEDULE OF PAPERS FOR THE 2023 KPSEA

The time allowed for each paper is indicated against the name of the paper and **NO EXTRA TIME IS TO BE ALLOWED**. Time for reading through questions is part of the time shown on the question paper except where special paper instructions indicate differently. Supervisors and Invigilators should ensure that candidates are issued with personalized mark sheets that bear their correct names and assessment numbers.

2.0 DAYS, DATES, SESSIONS AND DURATION OF 2023 KPSEA

ITEM	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.1	FRIDAY 27.10.2023			REHEARSAL DAY	
2.2	DAY 1 MONDAY 30.10.2023	8.30 am – 9.50 am	1.	Mathematics	1 hour 20 minutes
		8.30 am – 9.50 am	2.	Mathematics (Large print)	1 hour 20 minutes
		8.30 am – 10.20 am	3.	Mathematics (Braille)	1 hour 50 minutes
		10.20 am – 10.50 am		BREAK	30 minutes
		10.50 am -11.50 am	4.	English	1 hour
		10.50 am -11.50 am	5.	English (Large print)	1 hour
		10.50 am -12.10 pm	6.	English (Hearing impaired)	1 hour 20 minutes
		10.50 am -12.10 pm	7.	English (Braille)	1 hour 20 minutes
2.3	DAY 2 TUESDAY 31.10.2023	8.30 am – 10.10 am	8.	Integrated Science	1 hour 40 minutes
		8.30 am – 10.10 am	9.	Integrated Science (Large print)	1 hour 40 minutes
		8.30 am – 10.40 am	10.	Integrated Science (Braille)	2 hours 10 minutes
		10.40 am – 11.10 am		BREAK	30 minutes
		11.10 am – 12.10 pm	11.	Kiswahili	1 hour
		11.10 am – 12.10 pm	12.	Kiswahili (Large print)	1 hour
		11.10 am – 12.30 pm	13.	Kiswahili (Braille)	1 hour 20 minutes
		11.10 am – 12.10 pm	14.	Kenyan Sign Language	1 hour
2.4	DAY 3 WEDNESDAY 01.11.2023	8.30 am – 10.10 am	15.	Creative Arts & Social studies	1 hour 40 minutes
		8.30 am – 10.10 am	16.	Creative Arts & Social studies (Large print)	1 hour 40 minutes
		8.30 am – 10.40 am	17.	Creative Arts & Social studies (Braille)	2 hours 10 minutes

3.0 INSTRUCTIONS AND GUIDELINES TO SUPERVISORS, TEACHERS AND CANDIDATES

3.1 INSTRUCTIONS TO SUPERVISORS AND INVIGILATORS

Supervisors and invigilators should call the attention of the candidates to the Instructions/Guidelines and remind the candidates to adhere to them. They should also ensure that candidates are issued with personalized answer sheets that have their correct names and assessment numbers.

3.2 INSTRUCTIONS TO TEACHERS

TEACHERS are advised to ensure that candidates clearly understand the instructions given below and are aware of the penalties for assessment irregularities or misconduct. Candidates are required to follow these instructions carefully.

3.3 INSTRUCTIONS TO CANDIDATES

- 3.3.1 Avail yourself for searching outside the assessment room and be seated at your desk/table **15 minutes** before the time scheduled for the paper. Morning sessions will start at **8.30 a.m.**
- 3.3.2 A candidate who arrives late will be required to give a satisfactory reason to the Supervisor. Only in exceptional circumstances will a paper be given to any candidate who is late by more than **half an hour**. Punctuality should be observed for all papers.
- 3.3.3 Ensure that **your name** and **assessment number** have been written and crossed correctly on the answer sheet.
- 3.3.4 Check to ensure that each page of your question paper is printed.

3.4 CAUTION TO CANDIDATES

- 3.4.1 You are **not** allowed to leave the assessment room before the end of the period allocated for the paper except with special permission from the Supervisor. **NO CANDIDATE SO PERMITTED TO LEAVE MAY TAKE A QUESTION PAPER OR ANSWER SHEET/SCRIPT OUT OF THE ASSESSMENT ROOM.**
- 3.4.2 Do not leave a sheet of paper you have written on or your answers in such a position that another candidate can read them. You should not give or obtain unfair assistance, or attempt to do so, whether by copying or in any other way, and your work should not show proof of such unfair assistance.
- 3.4.3 No communication whatsoever in whatever manner between candidates or with outsiders is allowed during the assessment.
- 3.4.4 You are not allowed to have in your possession or in your proximity while in the assessment room, any book, notes, papers or any other materials whatsoever except the correct question papers and any materials expressly authorized by the Kenya National Examinations Council.
- 3.4.5 You must return immediately to the Supervisor any question paper that has smudges, has errors or is badly printed.
- 3.4.6 You must not take any used or unused paper out of the assessment room. Any rough work must be done on the official question paper.
- 3.4.7 Any misconduct or causing of disturbance in or near the assessment room will be treated as an assessment irregularity.
- 3.4.8 Cell phones or any other electronic communication device are prohibited in assessment centres. Any candidate caught in possession of a cell phone/any other electronic communication device will have his/her results cancelled.

3.5 PENALTY FOR ASSESSMENT IRREGULARITIES

- 3.5.1 The **KNEC Act No. 29 of 2012** Offences and Penalties stated in **Sections 27 to 40** for cases of assessment irregularities will apply. Some of the highlights in these **Sections** state that:
 - 3.5.1.1 A candidate who commits an assessment irregularity in any paper will have the results for the **WHOLE SUBJECT** cancelled. Such a candidate will not be entitled to a result for the subject. This will be reflected as **(00)**.
 - 3.5.1.2 If there is evidence of wide-spread irregularities in any assessment centre, the assessment results for the whole centre will be cancelled.
 - 3.5.1.3 **Any person who:**
 - a) gains access to assessment material and knowingly reveals the contents, whether orally or in writing, to an unauthorized party, whether a candidate or not, will be in violation of **Section 27** of the **Act** and the penalty will be imprisonment for a term not exceeding **ten years**, or a fine not exceeding **two million shillings** or both;
 - b) willfully and maliciously damages assessment material will be in violation of **Section 30** of the **Act** and the penalty will be imprisonment for a term not exceeding **five years** or a fine not exceeding **five million shillings** or both;
 - c) is not registered to take a KNEC assessment but, with intent to **impersonate**, presents or attempts to present himself to take the part of an enrolled candidate will be in violation of **Section 31** of the **Act**, and shall be guilty of an offence and liable to imprisonment for a term not exceeding **two years** or a fine not exceeding **two million shillings** or both and shall be prohibited from taking an assessment conducted by or on behalf of the Council for a period of **three years**.
- 3.5.2 Please ensure that you do not commit any assessment irregularity to avoid having your results cancelled.

CHIEF EXECUTIVE OFFICER