



Administration of School Based ASSESSMENT

(SBA)

AUGUST 2025

Reflection

How can we assess learners in ways that truly reflect their learning, growth, and potential beyond what traditional exams can measure?

2 minutes for reflection

School-Based Assessment

SBAs are conducted to measure learners' achievements in a more continuous, practical, and contextualized way.



- Are Standardized assessments
- Developed by KNEC
- Administered and scored by the teachers
- Learners' scores are uploaded to the CBA portal.

Activity 1

Why is it important to administer School-Based Assessments within the framework of Competency-Based Education (CBE)?

5 minutes discussion-a few groups to present findings

WHY SBA?

1. To gather data on learner performance over a period.

2. Engages learners in meaningful authentic activities.

3. Provides opportunities to demonstrate their competencies.

4. Caters for the diverse needs of learners- variety of tools are utilised.

5. Allows teachers to be leaders in the learning and assessment process

6. Reinforces achievement of learning outcomes, promote good instructional practices.

7. Promotes development of core competencies and core values among learners.

8. To give teachers insight into learners progress and areas needing support.

9. To reduce pressure from high-stakes exams.

The SBA Processes

Development of SBA Tools by KNEC

- Practical/ Projects/performance
- Written Assessments
- Portfolios Assessment
- Written assignments
- Oral presentations

Uploading of tools to the SBA Portal -KNEC

- Assessment Task
- Scoring Guide/marking schemes/rubrics
- Score sheet-to capture achievements

Downloading Tools –by Teacher/schools

- Use School login credentials
- Download all tools, Scoring guides and Score sheets
- Administer the tools & score
- Upload the scores

KNEC



Expectations

Expectations

1.Download Tools: Schools must download all assessment tools from the official platform.

2.Project/Practical Tasks: Learners carry out tasks under teacher guidance.

3.Written Assessments

- a) Print or photocopy for each learner, or
- b) Project the assessment and provide stationery.
- c) Administer under prescribed conditions and guidelines.

4.Scoring: Teachers score using the provided guides objectively.

5.Uploading Scores

- a) Upload scores to the KNEC CBA portal per task as guided by the scoresheet.
- b) Upload within the given timelines.

6.Record Keeping: Keep hard copies of learner's progress records for reference.

7.Integrity: Teachers must uphold integrity throughout the SBA process.



Activity 2

1. What are some of the challenges you've heard people mention regarding the implementation/administration of School Based Assessments?
2. In your opinion, what are some of the effective strategies that could help address the challenges you have mentioned?

What to observe during Administration of SBAs

To ensure reliability, validity, fairness, effectiveness and integrity in the administration of SBAs ,



1. Provide adequate learner guidance: Ensure learners clearly understand assessment expectations, timelines, and assessment criteria. Offer consistent support throughout the process.

2. Maintain Accurate Assessment Records: Keep detailed and organized records of each learner's progress and performance for accountability, and reference.

3. Absenteeism during SBA periods: This creates gaps in learners' scores.

4. Stay Informed on SBA Timelines: Be aware and abide by all the key dates and deadlines.

5. Use SBA Tools as uploaded in the CBA portal: Avoid using compressed or mutilated assessment materials being sold by vendors.

Cont.....

6. Utilize Feedback from the CBA Portal: Always use feedback provided through the CBA portal to improve learner outcomes.

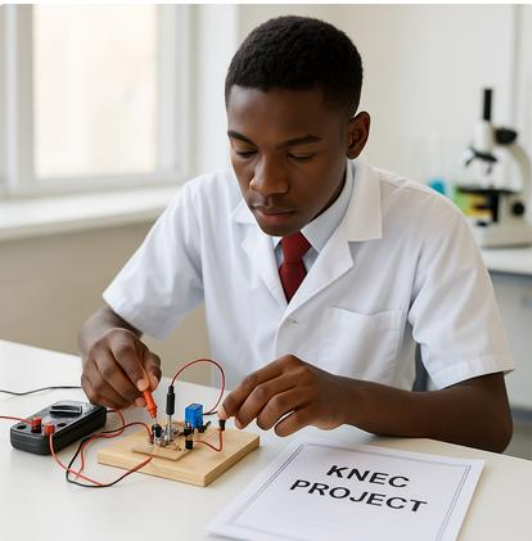
7. Promote Authentic Assessment Practices: Encourage original work by guiding learners to promote creativity and critical thinking

8. Collaborate with Colleagues: Work with fellow teachers to help you administer assessment-especially for large numbers.

9. Engage Parents and Guardians: Keep parents informed about SBA timelines and expectations so they can support learners at home.

10. Reflect and Improve: After each SBA cycle, reflect on what worked for you and what didn't.

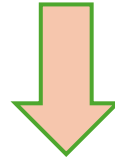
11. Observe integrity throughout: do not award scores for nonexistent skill



How do we access SBA Tools?

Click on the following links:

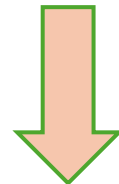
<https://www.knec.ac.ke>



Choose CBA portal



Log in using your school credentials



Click on download assessment material

Accessing SBA Tools



The Kenya National Examinations Council

Login

Enter Username

Enter Password

Login

Need Help Or Forgotten Password [Click Here](#)

To check the details of your child, click here

[View Learner Details](#)

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<https://cba.knec.ac.ke>



Accessing SBA Tools



CBA Portal

Grade 8



System Users [Teachers]

Transfer Requests 0



Select Another Grade

Change Password



GARISSA ACADEMY

LogOut

System Access Menu

- Search School
- Assessment E-Readiness
- Instructions & Sample Papers
- Register learners
- Restore Deleted Learners
- Progression of Learners
- Posted Teacher Trainees
- Download Assessment Materials
- Capture Assessment Outcomes
- Upload Previous Scores

Reports

- View Reports
- Previous KPSEA Slips
- Previous KILEA Slips

Registered Learners

20

Total



9

Boys



11

Girls



0

PWD



0

Requested Transfers



Welcome to the Competency Based Assessment (CBA) Portal ..

Sunday, September 29, 2024

Steps to follow



Instructions on Conduct

Step 1: Download instructions on conduct



Register Learners

Step 2: Register learners



Download Assessment Materials

Step 3: Download Assessment materials

Centre Details

KNEC CODE: 45801114

SCHOOL NAME: GARISSA ACADEMY

SCHOOL DETAILS: Mixed,Rural,Day

SUB-COUNTY CODE: 45801:

Notifications



Download System User Manual

Instructions

DOWNLOAD INSTRUCTIONS AND ASSESSMENT TOOLS

To download assessment tools, select one of the learning areas below to proceed

****Learning Areas****

English	Download Assessment Tools	Kiswahili	Download Assessment Tools
Kenyan Sign Language	Download Assessment Tools	Mathematics	Download Assessment Tools
Integrated Science	Download Assessment Tools	Pre-Technical Studies	Download Assessment Tools
Christian Religious Education	Download Assessment Tools	Islamic Religious Education	Download Assessment Tools
Hindu Religious Education	Download Assessment Tools	Social Studies	Download Assessment Tools
Agriculture & Nutrition	Download Assessment Tools	Creative Arts & Sports	Download Assessment Tools
Integrated Science Project	Download Assessment Tools	Agriculture Project	Download Assessment Tools

