

**LEGAL NOTICE No.....**

**THE KENYA INSTITUTE OF CURRICULUM DEVELOPMENT ACT, 2013**

*(No. 4 of 2013)*

**IN EXERCISE** of the powers conferred by section 29 of the Kenya Institute of Curriculum Development Act 2013, the Council makes the following Regulations-

**THE KENYA INSTITUTE OF CURRICULUM DEVELOPMENT (DEVELOPMENT, REVIEW, AND REFORM OF CURRICULA AND CURRICULUM SUPPORT MATERIALS) REGULATIONS, 2013**

**PART I – PRELIMINARY**

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| Citation       | <b>1.</b> These Regulations may be cited as the Kenya Institute of Curriculum Development (Development Review and Reform of Curricular and Curriculum Support Materials) Regulations, 2013.  |
| Interpretation | <b>2.</b> In these Regulations unless the context otherwise requires-<br>“Act” means the Kenya Institute of Curriculum Development Act 2013;<br>“Academic Committee” means the Academic Committee established under section 17 of the Act;<br>“Council” means the Council assigned to it under section 5 of the Act;<br>“Curriculum” has the meaning assigned to it under the Act;<br>“Curriculum development” means the generation and preparation of the curriculum and curriculum support materials;<br>“Curriculum support material” means any document and other implements used for the preparation of curriculum or implementation of curriculum ;<br>“Curriculum review” means the regular examination of sections of the curriculum;<br>“Curriculum reform” means the fundamental alteration of the curriculum to reflect a shift from one format to another after a prescribed period of time;<br>“Course panel” means a panel constituted under section 17 of the Act;<br>“Director” means the Director of the Institute appointed under section 14 of the Act; |

“Institute” means the Kenya Institute of Curriculum Development established under section 3 of the Act;

“Research, monitoring and evaluation panel” means a panel constituted under section 17 of the Act;

“Subject panel” means a panel constituted under section 17 of the Act;

“Tertiary” means the level of education after secondary school but before university.

Application

3. These regulations shall apply to curricular and curriculum support material for-
  - (a) early childhood care, development and education;
  - (b) pre-primary education;
  - (c) primary education;
  - (d) secondary education;
  - (e) adult, continuing and non-formal education;
  - (f) teacher education and training;
  - (g) special needs education; and
  - (h) technical and vocational education and training.

Object

4. The object of these Regulations is to guide in the development, review and approval of curricular and curriculum support materials.

## **PART II –DEVELOPMENT AND REVIEW OF CURRICULUM**

Needs assessment

5. (1) The Institute shall before developing a curriculum conduct a needs assessment.
  - (2) A needs assessment under this Regulation shall entail-
    - (a) a review of the relevant literature;
    - (b) a collection of data from relevant stakeholders including the learners, curriculum implementers and industry;
    - (c) a recommendation based on data analysis and findings from the relevant stakeholders; and
    - (d) a report developed by the research, monitoring and evaluation panel.
  - (3) The Institute shall develop a proposal based on the findings and recommendations in subparagraph (2) which shall address-
    - (a) core competences;

Policy formulation on curriculum and curriculum support materials.

- (b) learning areas, subjects or modules to be studied;
- (c) the duration; and
- (d) specific qualifications of teachers to implement the curriculum.

6. (1) The Institute shall formulate policy on curriculum and curriculum support materials.
- (2) The Institute shall in formulating policy, review the existing framework that relates to curriculum and curriculum support materials;
- (3) The Institute shall convene a meeting of the Academic Committee to receive the needs assessment report and curriculum proposal from the research monitoring and evaluation panel;
- (4) The Academic Committee shall analyse and deliberate on the policy implications of the curriculum with a view to ensuring effectiveness in terms of-
- (a) human resource requirement;
  - (b) infrastructure requirement;
  - (c) entry requirement;
  - (d) delivery methods;
  - (e) assessment and evaluation;
  - (f) context for all curriculum dimensions; and
  - (g) implementation mechanism in various contexts.
- (5) The Academic Committee shall upon studying the needs assessment and curriculum proposal present their recommendations to the Council for consideration and approval.

Approval

7. (1) The Council shall review the report recommended by the Academic Committee in Regulation 7 and may-
- (a) approve the curriculum proposal fully;
  - (b) approve the proposal partially; or
  - (c) reject the proposal.
- (2) The Council shall give reasons for partial approval or rejection of the policy in subparagraph (1).

Curriculum design

- (1) The Institute shall develop a systematic curriculum design through –

- (a) subject panel;
- (b) Course Panel;
- (c) Academic Committee; and
- (d) the Council.

(2) Curriculum design shall take into account the needs assessment and the curriculum proposals of the subject or module.

Subject panel

**8.** (1) The subject panel shall-

- (a) determine the competences;
- (b) develop the general objectives and learning outcomes;
- (c) design syllabus;
- (d) design non-formal and informal programmes to achieve the general objectives or learning outcomes of the subject or module;
- (e) develop teaching and learning experiences;
- (f) suggest appropriate electronic and non-electronic teaching and learning resources;
- (g) suggest formative assessment;
- (h) suggest time allocation;
- (i) propose the format for the syllabus for formal programmes;
- (j) propose the format for non formal programmes; and
- (k) perform any other functions as the Council may determine.

(2) The subject panel shall forward its recommendation to the Course Panel.

Course Panel

**9.** (1) The Course Panel shall in considering a curriculum design developed by the subject panel -

- (a) approve the design without amendments;
- (b) approve the design subject to amendments; or
- (c) refer the design to the subject panel.

(2) The Course Panel shall prepare a report on the curriculum design and present it to the Academic Committee for approval and presentation to the Council.

Council decision on curriculum

**10.** The Council shall:

- (a) deliberate on the Academic Committee’s report and consider approval of the curriculum for implementation;
- (b) approve;
- (c) refuse approval;
- (d) communicate that decision.

Communication of Council decision to stakeholders

**11.** The Council shall communicate to the relevant stakeholders on the implementation of the curriculum.

Determination on suitability of curriculum

**12.** The Institute shall pilot, pre test or phase in a curriculum to determine the suitability.

**PART III –DEVELOPMENT AND REVIEW OF CURRICULUM SUPPORT MATERIALS**

Developing curriculum support materials

**13.** (1) The Institute shall constitute the relevant subject panel to develop curriculum support materials.

(2) The subject panel shall-

- (a) identify curriculum areas for developing curriculum support materials;
- (b) determine the format of curriculum support materials, whether electronic or non-electronic;
- (c) edit authored content;
- (d) validate authored content;
- (e) pilot curriculum support materials;
- (f) review curriculum support materials from time to time; and
- (g) delegate the function of developing curricula and curriculum support materials.

Developing and reviewing curriculum proposals

**14.** (1) The Institute shall review submitted proposals in accordance with the procedure on curriculum proposals under these regulations with necessary modification.

(2) The Institute shall establish a committee on resource mobilization which shall-

- (a) identify areas for proposal development;

- (b) develop and review curriculum proposals submitted by departments and;
  - (c) identify potential funding agencies.
- Initiating and conducting research
- 15.** (1) The research and monitoring panel shall initiate and conduct research to inform curriculum policies and reforms.
- (2) The Institute shall-
- (a) develop a framework to closely monitor implementation of approved curricula and curriculum support materials;
  - (b) undertake continuous monitoring of curricula and curriculum support materials;
  - (c) undertake comprehensive needs assessment for any curriculum development;
  - (d) conduct summative evaluation of all curricula at the end of a cycle of implementation; and
  - (e) adopt appropriate methodology to design and carry out research.
- Procedure of carrying out research
- 16.** (1) The research, monitoring and evaluation panel shall present the research report to the research course panel for validation.
- (2) The research monitoring and evaluation panel shall prepare a report for the Academic Committee.
- (3) The Academic Committee shall submit a report to the Council for consideration validation or approval.
- (4) The Council shall disseminate the research report to stakeholders.
- Recommendation
- 17.** (1) The recommendations with research report shall inform curriculum policy decisions to advise the Government on matters related to curriculum development, review, reforms and implementation.
- (2)The Institute shall store and archive all research reports.

Dated....., 2013

**Lydia Nzomo**  
Director, Kenya Institute of Curriculum Development.