



## PRIORITY

*"Every Child Can Learn... Every Child Must Learn"*

# Schools' Bulletin

**ATTENTION: REGIONAL DIRECTORS, SCHOOL BOARD CHAIRMEN, PRINCIPALS OF PUBLIC AND PRIVATE PRIMARY AND SECONDARY INSTITUTIONS**

**SUBJECT: RELEASE OF THE PRIMARY EXIT PROFILE (PEP) RESULTS GRADE FOUR - 2019**

**Dear Colleagues,**

By now, all schools at the Primary Level should be able to access the results for the inaugural sitting of the Primary Exit Profile for Grade 4 – 2019, which were made accessible on October 6, 2019. We do apologize for the delay in releasing same.

A printed copy of the broad sheet with the summary results will be provided; however, schools will need to print the individual report for each child instead of typing up a separate report. Principals at the Primary Level who may not have access to the internet and/or printing services can access and print these reports at their respective Regional Office in which provisions have been made to facilitate same.

School Administrators at the Primary Level are also reminded to check the results carefully and communicate any concerns/queries by October 31, 2019. The queries should be emailed to [terryann.thomas@moey.gov.jm](mailto:terryann.thomas@moey.gov.jm). A video link explaining the Grades 4 and 5 summary reports may be accessed via the link below: [https://www.youtube.com/channel/UCL74fJ6UC37KrxI\\_8hMckvA](https://www.youtube.com/channel/UCL74fJ6UC37KrxI_8hMckvA)

Please be reminded that to access the 'Sending School List', primary institutions should log on to DPIS Online at [www.dpisonline.com](http://www.dpisonline.com) and follow the following steps:-

- Select the Year and Grade in the blue menu bar on the left
- Click Reports.
- Click the name of the report in the main window.

***Capt. Kasan Troupe Ed.D, JP***  
*Chief Education Officer (Acting)*

-----October 07, 2019-----

2 - 4 National Heroes Circle, Kingston 4, Jamaica, Tel: 922-1400, e-mail: [kasan.troupe@moey.gov.jm](mailto:kasan.troupe@moey.gov.jm)

- The report can then be downloaded or printed using the controls at the top of the document.
- NOTE: The report may also be accessed from the LATEST SCHOOL REPORTS box to the right of the screen.

In cases where a School Administrator may have forgotten the password used previously, DPIS Online allows the previously registered user to change his/her password by simply performing the following steps:

1. Click the "Forgot password" link located below the "Log in" button.  
This will take you to the "Forgot your password?" page.
2. Enter the username of the account in the "Username or email" box.
3. Click "Reset password". This sends an email to the address setup on the account during registration.
4. Access your email and open the message "Reset your password for DPIS Online".
5. Click the link within the message. You will be taken directly to the "Reset your password" page within the DPIS Online portal.
6. Enter your new password in each of the two boxes and click the "Set password" button.

If the email in step 5 above does not contain a clickable link, copy the entire block, paste it in the address bar of your browser and then press the "Enter" key on your keyboard. This will take you to the "Reset your password" page within the DPIS Online portal.

We are reminding our School Administrators to select the best method to communicate students' results to them while respecting each child's privacy.

At the Ministry of Education, Youth and Information, we understand the anticipation for the results and so we stand ready to address all concerns and queries from parents and schools regarding the results. This may be done by contacting your Regional Office or the Central Office using the following numbers below:

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PEP 2019 HOTLINE LISTING			
REGIONS	REGIONAL REPRESENTATIVE	ADDRESSES	Hotline Numbers
Region One Kingston and St. Andrew	Mrs. Allison Cooke-Hawthorne	2 National Heroes Circle, Kingston 4, Bldg 2	876 612-5928 876 612-5932
Region Two St. Mary, St. Thomas & Portland	Miss Janet Brimm	Passley Gardens Port Antonio, Portland	876 993-5586
Region Three St. Ann & Trelawny	Mrs. Sophia Forbes Hall	Huntley Avenue, Brown's Town P.O. St. Ann	876 917-7849
Region Four St. James, Hanover & Westmoreland	Dr. Michele Pinnock	Alice Eldemire Drive, Montego Bay	876 979-8590
Region Five St. Elizabeth & Manchester	Dr. Nadine Leachman	South Race Course Road, Mandeville, Manchester	876 625-7859
Region Six Clarendon & St. Catherine	Mr. Barrington Richardson	6 Poinciana Drive, Marlie Gardens, Old Harbour, St. Catherine	876 983-1654-8, 876 745-3695-7, 876 745-4203
PEP 2019 HOTLINE NUMBERS AT CENTRAL MINISTRY			
Chief Education Officer	2-4 National Heroes Circle, Building 1, 3 <sup>rd</sup> Floor, Kingston 4		876 612-5792-4
Deputy Chief Education Officer	2-4 National Heroes Circle, Building 1, 3 <sup>rd</sup> Floor, Kingston 4		876 612-5908 / 876 612-5909/ 876 612 -5831

You may also send an e-mail to [pepaction@moey.gov.jm](mailto:pepaction@moey.gov.jm) and your queries or concerns will be dealt with.

For assistance with technical support, schools may contact DPK Information Systems Ltd. Monday through Friday between the hours of 9am and 4pm as follows:-

- Telephone – 876-906-2023 or 876-906-2025
- E-mail – [support@dpk.com.jm](mailto:support@dpk.com.jm) | [support@dpisonline.com](mailto:support@dpisonline.com)

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