

2026

PROSPECTUS/PROSPEKTUS



**HOËRSKOOL  
GERRIT  
MARITZ**



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## **SKOOLIED**

Die waspoor uit die suide sny,  
Reg noord Magaliesberg verby,  
Maritz trek hier sy voorste laer  
As skans teen onheil en  
gevaar.

The whistle of our whips will sound  
O'er untapped fields it will abound.  
Our ploughs will rip the hidden glen  
Of fertile soil – hope for all men!

Where'er we go we serve fulfilled,  
We conquer here, we win today.  
Our fatherland's greatest foray  
The nation that we build!

Woorde : Coenie Rudolph / Words : Monica Botha

**GAMMA VESPA**  
LAST VESPA, UNSTOPPABLE

**GERRIE WAARDES**

Respek	Respect
Eerlikheid	Honesty
Stiptelikheid	Punctuality
Verantwoordelikheid	Responsibility
Ingesteldheid	Attitude
Integriteit	Integrity
Vertroue	Trust

**GERRIE VALUES**

## **SKOOLKALENDER 2026 / SCHOOL CALENDAR**

<b>KWARTAAL / TERM</b>	<b>DATUMS / DATES</b>
<b>1 ste kwartaal / 1<sup>st</sup> term</b>	<b>(12) 14 Januarie / January – 27 Maart / March 2026</b>
<b>2 de kwartaal / 2<sup>nd</sup> term</b>	<b>08 April – 26 Junie / June 2026</b>
<b>3 de kwartaal / 3<sup>rd</sup> term</b>	<b>21 Julie / July – 23 September 2026</b>
<b>4 de kwartaal / 4<sup>th</sup> term</b>	<b>6 Oktober / October – (11) 9 Desember / December 2026</b>

<b>DATUM / DATE</b>	
<b>21 Maart / March 2026</b>	<b>Menseregtedag / Human Rights Day</b>
<b>03 April 2026</b>	<b>Goeie Vrydag / Good Friday</b>
<b>06 April 2026</b>	<b>Familiedag / Family Day</b>
<b>27 April 2026</b>	<b>Vryheidsdag / Freedom Day</b>
<b>01 Mei / May 2026</b>	<b>Werkersdag / Worker's Day</b>
<b>15 Junie / June 2026</b>	<b>Skoolvakansiedag / School Holiday</b>
<b>16 Junie / June 2026</b>	<b>Jeugdag / Youth Day</b>
<b>09 Augustus / August 2026</b>	<b>Nasionale Vrouedag / National Women's Day</b>
<b>10 Augustus / August 2026</b>	<b>Publieke vakansiedag / Public Holiday</b>
<b>24 September 2026</b>	<b>Erfenisdag / Heritage Day</b>

<b>VERSKAFFERS VAN SKOOLDRAG</b>	<b>SCHOOL UNIFORM SUPPLIERS</b>
<p><b><u>GERRIE GROT: sCOOL STUFF</u></b>                      Skoolterrein: Langs snoepwinkel                      Hoërskool Gerit Maritz                      Tel:(012) 567 1101                      Marilise: 073 485 2534</p>	<p><b><u>GERRIE GROT: sCOOL STUFF</u></b>                      School premises: Next to tuck shop                      Hoërskool Gerit Maritz                      Phone: (012) 567 1101                      Marilise: 073 485 8534</p>
<p><b><u>SILVER CROSS</u></b>                      Eufeesstraat 248                      Pretoria-Noord                      Tel: (012) 546-6525                      Sel: 076 841 3406</p>	<p><b><u>SILVER CROSS</u></b>                      248 Eufees Street                      Pretoria North                      Tel: (012) 546-6525                      Cell: 076 841 3406</p>



# **BELEID OP UITTEKENPROSEDURE VAN LEERDERS**

*(Opgedateer 2025)*

## **1. 1. DOEL VAN DIE BELEID**

Die doel van hierdie beleid is om 'n **duidelike, veilige en konsekwente prosedure** te skep vir die uitteken van leerders tydens skoolure. Hierdie proses beskerm:

- die **veiligheid en welsyn van leerders**,
- die **aanspreeklikheid van die skool**,
- die **integriteit van administratiewe rekords**, en
- nakoming van **wetlike en beleidsvereistes**.

## **2. BELEIDSBEGINSELS**

- Geen leerder mag die skoolterrein verlaat sonder behoorlike **verifiëring, toestemming en registrasie** nie.
- Die skool se **toesig en verantwoordelikheid** oor die leerder eindig eers wanneer die leerder **korrek en wettig** uitgeteken is.
- Die skool mag uitteken **weier** indien identiteit, magtiging of veiligheid nie bevredigend bevestig kan word nie.

## **3. PROSEDURE VIR VROEË UITTEKEN**

### **3.1 Inisiëring van die proses**

- Indien 'n leerder versoek om vroeg te vertrek, word die ouer/voog **telefonies deur die kantoor gekontak** om die versoek te bevestig.
- Die leerder **keer onmiddellik terug klas toe** totdat die ouer/voog fisies arriveer.

### **3.2 Gemagtigde persone**

Slegs persone wat op die leerder se amptelike **inskrywingsvorm** as ouer of wettige voog aangeteken is, mag die leerder uitteken. Enige wysigings aan voogskap of kontakbesonderhede moet skriftelik aan **adjunk2@gerries.co.za** gestuur word.

### 3.3 Voorafkennisgewing

Ouers/voogde moet die skool **vooraf in kennis stel** van vroeë uitteken, insluitend die rede, datum en verwagte tyd van afhaal.

### 3.4 Verifikasie by aankoms

- Die ouer/voog se identiteit word bevestig deur 'n **ID of bestuurslisensie**.
- Geen leerder sal uitgeteken word indien identiteit nie bevestig kan word nie.

### 3.5 Administrasie, handtekeninge en rekordhouding

Die volgende stappe is verpligtend:

1. Die ouer/voog **voltooi die uittekenregister** in die kantoor.
2. Die administratiewe kantoor teken die leerder **op die digitale stelsel** uit.
3. 'n **SMS-bevestiging** word outomaties aan die ouer/voog gestuur as addisionele kennisgewing.

### 3.6 Oordrag van toesig

Sodra die uittekenproses voltooi is, **dra die skool toesig en verantwoordelikheid oor** aan die ouer/voog wat die leerder afhaal. Die skool is nie aanspreeklik vir die leerder nadat hy/sy die terrein verlaat het nie.

## 4. SPESIALE REËLINGS EN VEILIGHEIDSBEPERKINGS

### 4.1 Geen wag in die voorportaal

Leerders mag **nie** in die voorportaal wag nie. Hulle bly in die klas totdat die kantoor hulle roep.

### 4.2 Uitteken deur ongemagtigde persone

Indien iemand anders as die ouer/voog die leerder moet afhaal, vereis die skool:

- 'n **geskrewe toestemming** deur die ouer/voog,
- 'n **gewaarmerkte afskrif** van die ouer/voog se ID, en
- die **ID van die persoon** wat leerder kom afhaal.

Die kantoor **kontak steeds** die ouer/voog telefonies vir finale bevestiging.

### 4.3 Geen onbegeleide uittrede

Leerders mag **onder geen omstandighede** alleen, te voet of met openbare vervoer die terrein verlaat na 'n vroeë uitteken nie — selfs nie met skriftelike toestemming nie. Dit is vir **veiligheid en aanspreeklikheid**.

### 4.4 Alkohol, dwelms of veiligheidsrisiko's

Die skool mag die vrystelling van 'n leerder **weier** indien die persoon wat kom afhaal:

- onder die invloed of sterk vermoede van alkohol/dwelms is,
- aggressief optree, of
- 'n veiligheidsrisiko vir die leerder of personeel inhou.

Indien nodig word SAPD of Kinderbeskerming ingeroep.

### 4.5 Mediese noodgevälle

In 'n noodgeval:

- word noodhulp en/of 'n ambulans **onmiddellik** ontbied,
- word die ouers **gelyktydig** ingelig, en
- sal die skool **nie** noodaksie vertraag ter wille van toestemming nie.

### 4.6 Beskerming van personeel

- Ouers/voogde mag nie personeel **dwing, manipuleer of dreig** om 'n leerder onwettig uit te teken nie.
- Geen ouer mag direk klasblokke betree om 'n leerder te haal nie.
- Personeel mag 'n uitteken **weier** as prosedures nie gevolg word nie.

## 5. AKADEMIESE EN OPERASIONELE BEPERKINGS

- Geen vroeë uitteken tydens **assesserings, eksamens of praktiese take** behalwe vir mediese nood nie.
- Geen vroeë uitteken in die **laaste 10 minute van die skooldag** sonder SMT-goedkeuring nie.
- Geen vroeë uitteken vir **sport, kultuur of privaat aktiwiteite** sonder formele goedkeuring.

## 6. POPIA EN DATAHANDELING

- Alle data ingesamel tydens die uittekenproses word hanteer volgens **POPIA-vereistes**.
- Rekords word vir **minimum 3 jaar** gehou vir veiligheid en ouditering.

## 7. NAKOMING EN GEVOLGE

- Indien 'n leerder die terrein verlaat **sonder toestemming**, sal dit as 'n **ernstige dissiplinêre oortreding** hanteer word (Skedule 2).
- Misbruik van die proses deur ouers (bv. vals verskonings) sal na **SMT of SBL** verwys word.
- Die skool behou die reg om uitteken te **weier** indien die prosedure nie gevolg word nie.

## 8. HERSIENING

Hierdie beleid word **jaarliks** of wanneer nodig hersien en moet deur die **SBL** goedgekeur word.



Don't let what you cannot do  
interfere with what you can do. –  
*John Wooden*



# **LEARNER EARLY SIGN-OUT POLICY**

*(Updated 2025)*

## **1. PURPOSE OF THE POLICY**

The purpose of this policy is to establish a **clear, safe and consistent procedure** for signing learners out of school during school hours. This process protects:

- the **safety and wellbeing** of learners,
- the **legal liability** of the school,
- the **accuracy and integrity** of administrative records, and
- compliance with **legal and policy requirements**.

## **2. POLICY PRINCIPLES**

- No learner may leave the school premises without proper **verification, authorisation and registration**.
- The school's **supervision and responsibility** for the learner only ends once the learner has been **legally and correctly signed out**.
- The school reserves the right to **deny** a sign-out request if identity, authorisation or safety cannot be satisfactorily verified.

## **3. PROCEDURE FOR EARLY SIGN-OUT**

### **3.1 Initiating the process**

- If a learner requests to leave early, the parent/guardian will be **telephonically contacted by the office** to confirm the request.
- The learner must **immediately return to class** until the parent/guardian physically arrives at the school.

### **3.2 Authorised persons**

Only individuals listed as the learner's official **parent or legal guardian** on the school's admission documentation may sign a learner out. Any changes to guardianship or contact details must be submitted in writing to: **[adjunk2@gerries.co.za](mailto:adjunk2@gerries.co.za)**.

### 3.3 Advance notification

Parents/guardians are encouraged to **inform the school in advance** of any early sign-out, including the reason, date, and expected collection time.

### 3.4 Verification upon arrival

- The identity of the parent/guardian will be verified using an **ID document or driver's licence**.
- Learners will **not** be released if identity cannot be verified.

### 3.5 Administration, signatures and record keeping

The following steps are compulsory:

1. The parent/guardian must **complete the physical sign-out register** at the office.
2. The administrative office must **sign the learner out on the digital system**.
3. An **SMS confirmation** will automatically be sent to the parent/guardian as an additional notification.

### 3.6 Transfer of supervision

Once the sign-out process is completed, **supervision and responsibility** transfer from the school to the parent/guardian collecting the learner. The school assumes **no liability** after the learner has left the premises.

## 4. SPECIAL ARRANGEMENTS AND SAFETY RESTRICTIONS

### 4.1 No waiting in the reception area

Learners may **not** wait in the reception area. They remain in class until called by the office.

### 4.2 Sign-out by unauthorised persons

If someone other than the parent/guardian must collect the learner, the following is required:

- **Written permission** from the parent/guardian,
- A **certified copy** of the parent/guardian's ID, and
- The **ID** of the person collecting the learner.

The office will still **contact the parent/guardian telephonically** for final confirmation.

### 4.3 No unaccompanied departure

Under **no circumstances** may a learner leave the premises alone, on foot, or by public transport after being signed out — even with written permission. This rule is in place for **safety and liability reasons**.

### 4.4 Alcohol, drugs or safety risks

The school may **refuse to release** a learner if the person collecting them:

- appears under the influence of alcohol or drugs,
- behaves aggressively, or
- poses a safety risk to the learner or staff.

If necessary, SAPS or Child Protection services will be contacted.

### 4.5 Medical emergencies

In a medical emergency:

- first aid and/or an ambulance will be **immediately**,
- parents will be notified **simultaneously**, and
- emergency action **will not** be delayed while waiting for parental arrival or consent.

### 4.6 Protection of staff

- Parents/guardians may not **threaten, pressure or manipulate** staff to release a learner unlawfully.
- No parent may enter classroom blocks to fetch a learner.
- Staff may **refuse** a sign-out if procedures are not followed.

## 5. ACADEMIC AND OPERATIONAL RESTRICTIONS

- No early sign-outs during **tests, examinations or practical assessments**, except for medical emergencies.
- No early sign-outs within the **last 10 minutes of the school day** unless authorised by SMT.
- No early sign-outs for **sports, culture or private activities** without formal SMT approval.

## 6. POPIA AND DATA PROCESSING

- All personal information collected during the sign-out process will be handled according to **POPIA**.
- Records will be kept for a **minimum of 3 years** for safety and audit purposes.

## 7. COMPLIANCE AND CONSEQUENCES

- If a learner leaves the premises **without permission**, this will be treated as a **serious disciplinary offence** (Schedule 2).
- Misuse of the process by parents (e.g. false reasons) may be escalated to **SMT or SGB**.
- The school reserves the right to **deny** a sign-out request if the procedure is not followed.

## 8. REVIEW

This policy will be reviewed **annually** or as needed, and must be approved by the **School Governing Body (SGB)**.

## SCHOOL FEES 2026/SKOOLFONDS 2026

Textbook lease fees Handboek-bruikhuur	R 750-00 per year /per jaar
School fees / Skoolgelde:	R 25 116.43 (2026)
January / Januarie 2026 School fee + Text Book Lease Fee Skoolfonds + Handboek Huur	R 2 283-31 <u>R 750-00</u> = <u>R 3 033-31</u>
School fees Feb - Nov Skoolgelde Feb - Nov	R 2 283-31 (FEB-NOV)
School fees paid in full before 31 March 2026 Skoolgeld ten volle betaal voor 31 Maart 2026 Korting / Discount = 8%	DISCOUNT/KORTING R 25 116-43 <u>- R 2009-31</u> <u>R 23 107-12</u>
Centrum fee / Workshop Werkswinkel /Sentrumfooie	R 1000-00 each / elk
<b><u>Bank Details / Bankbesonderhede:</u></b> H/S GERRIT MARITZ ABSA BANK ACC NUM / REK NO: 60 390 126 BRANCH / TAK: 632005 PRETORIA NORTH Reference / Verwysing: Acc number + surname	<b>Contact /Kontak:</b> Desiré van Staden Tel: 012 546 6685 E-Pos: Desire.vanStaden@gerries.co.za E-Mail: Desire.vanStaden@gerries.co.za

**Once off / Eenmalig/ before/voor: 31 March 2026**

**Text Book Lease Fee / Boekhuur R 750-00**

**School fees / Skoolfonds + R 23 107-12**

**Total / Totaal R 23 857-12**

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**R 1000-00 Workshop fee for the following subjects per year Gr 10 – Gr 12:**

- CONSUMER STUDIES (CONS)
- COMPUTER APPLICATIONS TECHNOLOGY (CAT)
- MECHANICAL TECHNOLOGY (MECH)
- ELECTRICAL TECHNOLOGY (ELEC)
- CIVIL TECHNOLOGY (CIV)
- AGRICULTURAL (AGRI)

**R 1000-00 per Werkswinkel fooi vir die volgende vakke per jaar Gr 10 – Gr 12:**

- VERBRUIKERSSTUDIE (VERB)
- REKENAARTOEPASSINGS TEGNOLOGIE (RTT)
- MEGANIESE TEGNOLOGIE (MEG)
- ELEKTRIESE TEGNOLOGIE (ELEK)
- SIVIELE TEGNOLOGIE (SIV)
- LANDBOU (LBOU)

**LOST TEXT BOOK / VERLORE HANDBOEK:**

- In the event of a text book being lost/stolen or damaged during the year the **replacement is R 350-00 per book**
- Indien die handboek gedurende die jaar gesteel/verlore of beskadig raak moet die handboek **vervang** word teen 'n bedrag van **R 350-00 per handboek**

**ACCESS CARD / TOEGANGSKAART:**

LOST ACCESS CARD / VERLORE TOEGANGSKAART: **R50-00**

DAMAGED CARD – Old card must be returned – **R20-00**

BESKADIGDE TOEGANGSKAART – Ou een moet ingedien word - **R20-00**

**SPORT FEE/ SPORT FOOI (PER TERM/ PER TERMYN): R 200-00**

**SPORTS:** HOCKEY, RUGBY, NETBALL, ATHLETICS, TENNIS, SOFTBALL, SOCCER, YOKE PIN (JUJSKEI); BOWLING

**SPORT SOORTE:** HOKKIE, RUGBY, NETBAL, ATLETIEK, TENNIS, SAGTEBAL, SOKKER, JUJSKEI; ROLBAL

**PLEASE INDICATE VERY CLEARLY WHAT THE PAYMENTS ARE FOR:**

**TEXT BOOK - EXAMPLE:** Account no + NAME SURNAME 12/5 TEXT/B

**WORKSHOP - EXAMPLE:** Account no + SURNAME ELEC W/S

**SCHOOL FEE – EXAMPLE:** Account no + NAME SURNAME S/F

**DUI ASB BAIE DUIDELIK AAN WAARVOOR BETALINGS GEMAAK WORD:**

**HANDBOEK HUUR - Voorbeeld:** Rek no + Voorletters + Van 12/5 BOEK/H

**WEKSWINKERL/SENTRUM FOOI - Voorbeeld:** Rek no + Voorletters + Van ELEK

**SKOOLFONDS - Voorbeeld:** Rek no + Naam + Van

# HOOFDEGROEPE / PRINCIPALS



## Hoof / Principal

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Handel / <i>Commercial</i>	me. / Ms. E.Els	<a href="mailto:Eunene.Els@gerries.co.za">Eunene.Els@gerries.co.za</a>
Lewenswetenskappe / <i>Life Science</i>	me. / Ms. M. Coetzer	<a href="mailto:Mari-lise.Coetzer@gerries.co.za">Mari-lise.Coetzer@gerries.co.za</a>
	Fisiese wetenskappe / <i>Physical Science</i>	<a href="mailto:Bernadine.Fourie@gerries.co.za">Bernadine.Fourie@gerries.co.za</a>
Wiskunde / <i>Mathematics</i>	mnr. / Mr. D. Swanepoel	<a href="mailto:Dirk.Swanepoel@gerries.co.za">Dirk.Swanepoel@gerries.co.za</a>
Tegnies / <i>Technical</i>	mnr. / Mr. C. Croukamp	<a href="mailto:Charl.Croucamp@gerries.co.za">Charl.Croucamp@gerries.co.za</a>
	mnr. / Mr. F. Erasmus - VOO/ FET (intern)	<a href="mailto:Frans.Erasmus@gerries.co.za">Frans.Erasmus@gerries.co.za</a>
	mnr. / Mr. W. Pretorius - SF (intern)	<a href="mailto:Wouter.Pretorius@gerries.co.za">Wouter.Pretorius@gerries.co.za</a>
LO	me. / Ms. S. van der Merwe (intern)	<a href="mailto:Synthia.vdMerwe@gerries.co.za">Synthia.vdMerwe@gerries.co.za</a>

## **SKOOL KONTAKBESONDERHEDE / SCHOOL CONTACT DETAILS**

Telefoon / Telephone	(012) 546 6685
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## **KANTOOR PERSONEEL / OFFICE STAFF**

Administratiewe personeel/ <i>Admin staff</i>	me. / Ms. C. Swart	Carike.Swart@gerries.co.za
Administratiewe personeel/ <i>Admin staff</i>	me. / Ms. T. Kruis	Therese.Kruis@gerries.co.za
Adjunk-hoofde sekretaresse/ <i>Deputy-principals secretary</i>	me. / Ms. M.V. de Beer	Monja.deBeer@gerries.co.za
Dissiplinêre Hoof / <i>Disciplinary Head</i>	me. / Ms. H.E. Schoeman	Lizette.Schoeman@gerries.co.za
Dissiplinêre beamptes/ <i>Disciplinary officials</i>	mnr. / Mr. C. Snyman mnr. / Mr. D. Swart	Casper.Snyman@gerries.co.za DesmondSwart@gerries.co.za
Finansiële personeel/ <i>Financial staff</i>	me. / Ms. M. de Jongh mnr. / Mr. B. Lewis me. / Ms. D. van Staden	Melanie.DeJongh@gerries.co.za Brandon.Lewis@gerries.co.za Desire.vanStaden@gerries.co.za
Hoof sekretaresse en bemarking/ <i>Principal secretary and marketing</i>	me. / Ms. L. de Jongh	Lindy.deJongh@gerries.co.za
Ontvangs/ <i>Reception</i>	me. / Ms. C. Schalkwyk me. / Ms. M. Dippenaar	Marichelle.Dippenaar@gerries.co.za
Opvoedkundige Sielkundige/ <i>EducationalPsychologist</i>	me. / Ms. H. De Villiers	Heiletje.deVilliers@gerries.co.za
Skoolmaatskaplike werker en SBST/ <i>School social worker and SBST</i>	me. / Ms. C. Mahlangu	CharneMahlangu@gerries.co.za

**SPORT EN KULTUUR ORGANISEERDERS / SPORT AND CULTURE COORDINATORS**

Sportorganiseerder en Koördineerder / <i>Sport organiser and coordinator</i>	me. / Ms. M. Coetzer	Mari-lise.Coetzer@gerries.co.za
Kultuurorganiseerder en koördineerder / <i>Culture organiser and coordinator</i>	me. / Ms. L. Ford	Leraine.Ford@gerries.co.za

**GRAADHOOFDE / GRADE GUARDIANS**

<b>GR</b>	<b>GRAADHOOFDE EN VOOGDE / HEADS OF GRADE AND GRADE GUARDIANS</b>	
	Adjunk-hoof vir graad 8 / <i>Deputy principal for grade 8</i> : me. / Ms. E. Naudé	
<b>8</b>	me. / Ms. B. Fourie / me. / Ms. A.D. Jansen van Rensburg / mnr. / Mr. W. Pretorius	
	Adjunk-hoof vir graad 9 / <i>Deputy principal for grade 9</i> : me. / Ms. M. Coetzer	
<b>9</b>	me. / Ms. J. de Wet / mnr. / Mr. D. Swanepoel / me. / Ms. L. Visser	
	Adjunk-hoof vir graad 10 / <i>Deputy principal for grade 10</i> : me. / Ms. N. Geere	
<b>10</b>	me. / Ms. L. Ford / me. / Ms. M. Parker / mnr. / Mr. D. van der Walt	
	Adjunk-hoof vir graad 11 / <i>Deputy principal for grade 11</i> : me. / Ms. E. Els	
<b>11</b>	me. / Ms. S. Banninga / mnr. / Mr. F. Erasmus / Me. / Ms. E. Kleynhans	
	Adjunk-hoof vir graad 12 / <i>Deputy principal for grade 12</i> : mnr. / Mr. R. van Zyl	
<b>12</b>	me. / Ms. C. Grobler / mnr. / Mr. G. Jansen van Rensburg / me. / Ms. S. van der Merwe	

# MATRIEKRAAD / MATRIC COUNCIL 2026



## PRESIDENT

Kgosi Bokaba

## UITVOERENDE KOMITEE / EXECUTIVE COMMITTEE

Victoria Chimanga  
Ntsako Dick  
Antonio Erasmus  
Tintswalo Mabaso  
Lesiba Mahanyele  
Mathapelo Matatja  
Ofentse Mokoene

## MATRIEKRAAD LEDE / COUNCIL MEMBERS

Enrique Alfreds  
Ruan Badenhorst  
William Dennis  
Musa Dhludhlu  
Charlize Diphoko  
Nqobile Games  
Cyra Griessel  
Wamukelwe Jali  
CJ Janse Van Vuuren  
Shalom Kamgang  
Tebatso Kgaripane  
Jayden Kotze  
Rorisang Kumuwemba  
Oarabile Letebele  
Keorapetse Makole  
Siyolise Makuni  
Linhle Makwela  
Lolita Maloka  
Otshepeng Matshaba

Travor Mdzau  
Ourdia Messaoudi  
Kamogelo Mogapi  
Letlhogonolo Mogoje  
Keamo Mokale  
Kamogelo Mohlala  
Tlamaganang Mohulatsi  
Sylvester Mphaka  
Nondumiso Mtambo  
Bianca Mucheki  
Blessing Ndungwane  
Nkosinathi Ngutshana  
Ofentse Raseroka  
Thebe-Etsile Rathebe  
Rosinah Rokho  
Keatlegile Segole  
Moniqe Snyman  
Lehakwe Sofala  
Bronwyn Stoltz

## MATRIEKRAAD VOOGDE / MATRIC COUNCIL GUARDIANS

Mrs. Bernadine Fourie

Mr. Dirk Swanepoel



## Leerder dagboekbeplanning / Learner diary planning

Kliek op die skakel / Click on the link



[Leerder dagboekbeplanning](#)

[Learner diary planning](#)

# HOËRSKOOL GERRIT MARITZ

<b>MERIETESTELSEL</b>	<b>2026</b>	<b>MERIT SYSTEM</b>
1.	<p>Aanvullend tot die Merietestelsel se krediet- en debietpunte, tree kategorieë ook in werking. Die syfer in die eerste kolom, in 'n sirkel geskryf, dui die betrokke kategorie aan, bv.: ①, ② of ③.</p> <p><i>In addition to the Merit System's credits and debits the following categories are added. The encircled number in column 1 indicates the specific category, for example: ①, ② or ③.</i></p>	
2.	<p><b>Skorsing:</b> vir elke 250 debietpunte op die leerder se debiet-totaal sal die leerder as straf 1 dag skorsing ontvang, tensy daar spesiale omstandighede is om in ag te neem.</p> <p>Oortreding van R6, R8 R9, R34, R35, R37, R39, R40, R41, R42, R45, R46, R48, R53, R54, R55, R58, R59, R60, R63, R64, R65, R68 en R72 het onmiddellike 1-7 dae skorsing tot gevolg.</p> <p><b>Suspension:</b> for every 250 debit points accumulated the learner will receive 1 day suspension except if there are special circumstances. Violation of R6, R8 R9, R34, R35, R37, R39, R40, R41, R42, R45, R46, R48, R53, R54, R55, R58, R59, R60, R63, R64, R65, R68 en R72 results in immediate 1-7 days suspension.</p>	
3.	<p>Indien 'n leerder se <b>Debiet-totaal -500 oorskry</b>, word dit 'n kategorie ③ - oortreding, wat deur die <b>Dissiplinêre Komitee hanteer moet word</b>.</p> <p><i>If a learner's Debit total exceeds -500 it becomes a category ③ offence, which is handled by the Disciplinary Committee.</i></p>	
4.	<p>Indien <b>kategorie ①</b> herhaaldelik (x3) voorkom, word dit <b>kategorie ②</b> vir verwysing.</p> <p><i>If category ① repeatedly (x3) occurs, it becomes category ② for referral.</i></p>	
5.	<p>Leerders kry die geleentheid om <b>vrywillige gemeenskapsdiens</b> te doen teen 10 kredietpunte per uur. Dit kan as <u>versagende omstandighede</u> gebruik word tydens 'n dissiplinêre verhoor.</p> <p><i>Learners get the opportunity to voluntarily report for community service and receive 10 credits per hour. It can serve as <u>mitigating circumstances</u> during a disciplinary hearing.</i></p>	
6.	<p>Dit staan die Bestuur vry om <u>reëls te verander</u> gedurende die jaar, indien dit nodig sou wees. 'n Oueromsendskrywe sal ook uitgestuur word.</p> <p><i>If necessary, Management is at liberty to <u>change rules</u> during the year. A circular to parents will also be sent out.</i></p>	
7.	<p>Minder ernstige oortredings mag tydens 'n interne verhoor binne skoolure afgehandel word.</p> <p><i>Less serious offences may be handled during school hours with an internal hearing.</i></p>	
8.	<p>Tydens dissiplinêre verhore word die rekords van vorige jare in ag geneem.</p> <p><i>During disciplinary hearings previous years' records will be consulted.</i></p>	
9.	<p>Indien leerder laat kom vir skool, sonder 'n geldige, skriftelike verduideliking of e-pos vanaf die ouer of voog, sal die laat vir skool gerekordeer word teen die leerder se naam. <b>Herhaalde (x3) laat vir skool sonder 'n geldige verskoning of e-pos van ouers</b> of voogde sal eskaleer tot 'n <b>Skedule 2-oortreding</b>, wat lei tot 'n <b>1 DAG SKORSING</b> vir elke drie oortredings. Ouers/voogde sal per e-pos of kennisgewing in kennis gestel word van die laat vir skool sowel as die 1 dag skorsing. <b><u>Sien Laatkam beleid.</u></b></p> <p><i>If learner is late for school without a valid, written explanation or an email from the parent, the late for school will be recorded against the learner's name. <b>Repeated (x3) late for school without a valid written explanation or email from the parents or guardian will escalate to a <b>Schedule 2 offence</b>, which results in a <b>1 DAY SUSPENSION</b> for every three offences. Parents/ guardian will be notified of the lateness and the 1 day suspension by email or push notification. <b><u>See Late-come policy.</u></b></b></i></p>	

## ALGEMEEN / GENERAL

1.	<p><b>RONDSLEENTER IN WINKELSENTRUMS</b>            Departementele opdrag: Geen leerder mag tydens of na skoolure, of tydens eksamentye, in skooldrag in winkelsentrums rondsleenter nie. Dis slegs toelaatbaar indien vergesel deur hulle ouers/voogde.</p> <p><b>LOITERING IN SHOPPING MALLS</b>  <i>Departmental order: No pupil, in school unifor, is allowed to loiter in and around shopping malls during or after school hours or during exam times. It is only allowed if accompanied by their parents/guardians.</i></p>
2.	<p><b>WINKELDIEFSTAL</b>            Winkeldiefstal deur leerders sal deur die SAPD en hulle ouers self hanteer word. 'n Kriminele klag kan deur die winkel gelê word. Die skool sal 'n leerder aankla vir <u>Doen die beeld van die skool skade</u>. <b>Verwys na R63.</b></p> <p><b>SHOP LIFTING</b>  <i>If pupils are caught shop lifting, the case will be handled by the SAPS and their parents. A criminal charge can be laid by the shop. The pupil will be charged by the school for <u>Damaging the image of the school</u>. Refer to R63.</i></p>
3.	<p><b>SELFONE</b>            In 'n noodgeval kan 'n leerder vra vir toestemming om na die kantoor te gaan en ouer/ voog vanaf die skool te kontak. <b>Sien selfoonbeleid.</b></p> <p><b>CELL PHONES</b>  <i>In an emergency, a learner may ask for permission to go to the office and contact a parent/guardian from the school. See <b>cellphone policy</b>.</i></p>

## APPÈLPROSEDURE 2026 / APPEAL PROCEDURE 2026

1.	<p>Onderwyser rekordeer die demeriete op die merietesistiem.  <i>Teacher records the demerits on the merit system.</i></p>
2.	<p>Ouer / voog ontvang 'n kennisgewing en/of e-pos ter kennisname van die demeriete.  <i>Parent/guardian receives a notification and/or email for acknowledgement of the demerits.</i></p>
3.	<p>Ouer / voog het <b>drie (3) dae vanaf datum van inskrywing</b>, indien daar regverdige gronde bestaan, om appèl aan te teken teen die demeriete.  <i>The parent/guardian has <b>three (3) days from the date of entry</b>, if valid grounds exist, to lodge an appeal against the demerits.</i></p>

4	<p>Prosedure</p> <ol style="list-style-type: none"> <li>1. Ouer voltooi google vorm op die kennisgewing soos ontvang,</li> <li>2. Volledige inligting en redes vir appèl moet verskaf word,</li> <li>3. Dissiplinêre-kantoor ondersoek die appèl,</li> <li>4. Dissiplinêre-kantoor sal binne <b>vyf (5) skooldae</b> per e-pos terugvoer verskaf aan die ouer of voog oor die uitkoms van die appèl.</li> </ol> <p><b>Procedure</b></p> <ol style="list-style-type: none"> <li>1. <i>The parent completes the Google form as received in the notification.</i></li> <li>2. <i>Full motivation and reasons for the appeal must be provided.</i></li> <li>3. <i>The disciplinary office investigates the appeal.</i></li> <li>4. <i>The disciplinary office will provide feedback to the parent or guardian via email within <b>five (5) school days</b> on the outcome of the appeal.</i></li> </ol>
5.	<p>Indien die saak nie bevredigend opgelos kan word nie, verwys na die betrokke Adjunkhoof vir beslissing. <b>MOENIE DIE APPÈL LAAT SLOER NIE. Dit moet binne 5 skooldae afgehandel word.</b></p> <p><i>If the case cannot be resolved in a satisfactory manner, refer to the relevant Deputy Principal for a decision. <b>DO NOT SLOW DOWN THE APPEAL. It has to be completed / resolved within 5 school days.</b></i></p>
6.	<p>Leerder se gedragsrekord is deurentyd vir die ouers beskikbaar op die <b>Gerries App</b>. Dit is die ouers, sowel as die leerders, se verantwoordelikheid om die leerder se gedrag gereeld te monitor. Indien die leerder versuim om binne drie (3) dae na die rekordering van die demeriete appèl aan te teken, verbeur hy/sy die geleentheid om te appelleer.</p> <p><i>The learner's behaviour record is always available to parents on the <b>Gerries App</b>. It is the responsibility of both the parents and the learners to regularly monitor the learner's behaviour. If the learner fails to lodge an appeal within three (3) days after the demerit, he/she forfeits the opportunity to appeal.</i></p>



I find that the harder I work, the more luck I seem to have. –  
*Thomas Jefferson*

## 1-7 DAE SKORSING OF AFKOELPERIODE / 1-7 DAYS SUSPENSION OR COOL-OFF PERIOD

<p>Vir die volgende oortredings tree 1 - 7 dae skorsing/afkoelperiode in werking. For the following offences 1 - 7 days' suspension/cool-off period comes into effect.</p>		
1.	<p>Laat vir skool/funksie. Late for school/function.</p>	R6
2.	<p>Afwesig van skool sonder toestemming of aanvaarbare rede. Absent from school without permission or acceptable reason.</p>	R8
3.	<p>Afwesig van klas sonder toestemming. Absent from class without permission.</p>	R9
4.	<p>Kollektiewe (Groep) ontwrigting:klas / Kollektiewe (Groep) ontwrigting:skool. Collective (Group) disruption:class / Collective (Group) disruption:school.</p>	R34
5.	<p>Ontwrig onderrig totaal. Totally disrupting teaching.</p>	R35
6.	<p>Rook. Smoking.</p>	R37
7.	<p>Onder die invloed van drank. Under the influence of alcohol.</p>	R39
8.	<p>Besit alkohol. In possession of alcohol.</p>	R40
9.	<p>Onder die invloed van dwelms. Under the influence of drugs.</p>	R41
10.	<p>Besit dwelms of handeldryf in dwelms. In possession of drugs or dealing in drugs.</p>	R42
11.	<p>In besit van vuurwapens of ander wapens. In possession of firearms or other weapons.</p>	R45
12.	<p>Selfoon/tablet/oorfone/ "boombox" of enige elektroniese apparaat. Cellphone/tablet/earphones/"boombox" or any electronic device.</p>	R46
13.	<p>Verlaat skool sonder toestemming/sonder uitteken. Leaving school without permission/signing out.</p>	R48

14.	Verbale seksuele teistering en/of seksuele wangedrag. Verbal sexual abuse and/or sexual misconduct.	R53
15.	Pornografie. Pornography.	R54
16.	Diefstal. Theft.	R55
17.	Baklei: Afkoelperiode 3 – 7 dae tot en met die dissiplinêre verhoor. Fighting: Cooling-off period 3 – 7 days until disciplinary hearing.	R58
18.	Aanranding:op personeel. Assault: on member of staff.	R59
19.	Boelie. Bullying.	R60
20.	Beeld van skool/persoon skade aandoen. Damaging the image of the school/person.	R63
21.	Ontbloting/urineer in openbaar. Exposure/urinating in public.	R64
22.	Beskadiging van eiendom. Damage to property.	R65
23.	Dobbel. Gambling.	R68
24.	Doodsdreigement. Death threat.	R72
25.	Herhaaldelike oortreding van 'n Skedule 1 oortreding. Guilty of the same Schedule 1 offence on a continuous basis.	

## KATEGORIE / CATEGORY

KATEGORIE / CATEGORY	WIE HANTEER DIT / WHO HANDLES IT
①	Onderwyser self <i>Teachers themselves</i>
②	Dissiplinêre Beampte, Departementshoofde, Hoofde <i>Disciplinary Officer, Department Heads, Principals</i>
③	Dissiplinêre Beampte, Dissiplinêre Raad <i>Disciplinary Officer, Disciplinary Board</i>
<b>ADDISIONELE INSKRYWINGS OP DIE MERIETERAPPORTE / ADDITIONAL ENTRIES ON MERIT REPORTS</b>	
1.	Afkoelperiode / <i>Cool-off period</i>
2.	Dissiplinêre verhoor / <i>Disciplinary hearing</i>
3.	Eksamenbloktyd verbeur / <i>Forfeits exam revision times</i>
4.	Gedrag monitor (pienk brief) / <i>Behaviour monitor (pink letter)</i>
5.	Gemeenskapsdiens / <i>Community service</i>
6.	Interne dissiplinêre verhoor / <i>Internal disciplinary hearing</i>
7.	Selfverdediging / <i>Self-defence</i>
8.	Skorsing 1–7 dae / <i>Suspension 1–7 days</i>
9.	SBST-verwysing / <i>SBST referral</i>
10.	Voorwaardelike toelating / <i>Provisional admittance</i>
11.	Vrywillige gemeenskapsdiens / <i>Voluntary community service</i>



Success is the sum of small efforts,  
repeated day in and day out. –  
*Robert Collier*

# HOËRSKOOL GERRIT MARITZ

**MERIE TESTELSEL**

**2026**

**MERIT SYSTEM**

DEBIET / DEBIT	R - Oortreding / Misdemeanor
KREDIET / CREDIT	A - Akademies / Academic B - Bywoning / Attendance D - Diens / Service E - Buitemuurse aktiwiteite / Extra-mural activities G - Gedrag / Behaviour K - Kultuur / Culture S - Sport

Neem kennis dat demeriete nie dien as straf nie, maar dien 'n administratiewe funksie. *Take note that demerits do not serve as a punishment, but serve an administrative function.*

KODE / CODE	KATEGORIE / CATEGORY	OORTREDING OFFENCE	DEBIETE/ DEBITS
R1	①	<p><b><u>Voorkoms:</u></b> Skooldrag, naels, baard, hare, juwele.                      Kan per periode inspeksie doen en nie slegs tydens amptelike inspeksie nie.                      Slegs een keer straf per inspeksie (nie -10 vir elke fout nie).</p> <p>LW. Slegs 'n wit frokkie / "vest" / onderhemp (<u>sonder</u> prent/logo) mag onder skoolhemp gedra word.                      Skoolkouse verpligtend by skooldrag. Geen "secret socks."                      Opvolg op tweede dag: nog NIE korrek nie verwys na R27 -20.                      Gekleurde hare: R3</p> <p><b>Indien nie voldoen aan korrekte voorkoms nie, sal kind huis toe gestuur word totdat die voorkoms volgens voorskrif is.</b></p> <p><b><u>Appearance:</u></b> Uniform, nails, beard, hair, jewellery.                      Appearance may be inspected per period, not only during official inspections.                      Only one penalty per inspection (not -10 for each infringement.)</p> <p>NOTE. A plain white vest (<u>without</u> picture/logo) may be worn under school shirt.                      School socks/stockings compulsory with school uniform.                      No "secret socks."                      Follow up, on second day: Still incorrect refer to R27 -20.                      Coloured/Dyed hair: R3</p> <p><b>The learner will be sent home if he/she fails to comply with the above, until the dress code has been adhered to.</b></p>	10

R2	①	<p><b><u>Voorkoms:</u></b> Verkeerde Gerriedrag</p> <p><b><u>Appearance:</u></b> Wrong Gerrie Wear</p>	10
R3	①	<p><b><u>Hare gekleur:</u></b> Dogters: Mev. L. Schoeman Seuns: Mnr. C. Croukamp Natuurlike haarkleur en voorkoms. <u>Ernstige gevalle:</u> Leerders word huis toe gestuur totdat natuurlike haarkleur herstel is.</p> <p><b><u>Dyed Hair:</u></b> Girls: Mrs. L.Schoeman Boys: Mr. C. Croukamp Natural hair colour and appearance. <u>Serious cases:</u> Learners are sent home to correct the hair colour.</p>	20
R4	②	<p><b><u>Rokerstoeskouer</u></b></p> <p><b><u>Bystander while others smoke</u></b></p>	50
R5	①	<p><b><u>Tas: verkeerde plek</u></b></p> <p><b><u>School bag: wrong place</u></b></p>	20
R6	①	<p><b><u>Laat vir skool/funksie</u></b></p> <p>Herhaaldelik (x3) - <b><u>1 dag skorsing</u></b></p> <p><b><u>Late for school/function</u></b></p> <p>Repeatedly (x3) – <b><u>1 day suspension</u></b></p>	
R7	①	<p><b><u>Laat: vir klas na 2de klok:</u></b> Wees billik: ver pad/hoor nie die klok lui. Elke keer laat vir klas -20 Doelbewus/aanhoudend laat vir klas. Vergelyk met R34 Skedule 1(b).</p> <p><b><u>Late: for class after 2nd bell:</u></b> Be reasonable: distance from classroom/bell not heard. Every time a pupil is late for class -20 Deliberately and repeatedly late for class. Compare to R34 Schedule 1(b).</p>	20

R8	②	<p><b>Afwesig</b> van skool sonder toestemming of aanvaarbare rede. Daag nie op by skool nie/stokkiesdraai. Geen afwesighedsbrief of e-pos van ouer ontvang. Gee billike tyd: 3 dae vir brief of e-pos vanaf ouer/voog.</p> <p><b><u>1-7 DAE SKORSING</u></b></p> <p><b>Absent</b> from school without permission or an acceptable reason. Failing to turn up at school/truancy. ("bunking") No letter of absence or e-mail from parent received. Allow reasonable time: 3 days for note or e-mail from parent or guardian.</p> <p><b><u>1-7 DAYS SUSPENSION</u></b></p>	
R9	②	<p><b>Afwesig</b> van klas sonder toestemming (een periode of 'n gedeelte van een periode). Verlaat klas sonder toestemming. Leerder verantwoordelik om skoolwerk self in te haal.</p> <p><b><u>1-7 DAE SKORSING</u></b></p> <p><b>Absent</b> from class without permission (one period or a part of one period). Leaving class without permission. Learner's own responsibility to catch up on the school work.</p> <p><b><u>1-7 DAYS SUSPENSION</u></b></p>	
R10	①	<p><b><u>Afwesig sonder verskoning van byeenkoms:</u></b> Sportspan/dienspunt/sprekers/revue/prysuitdeling/konsert/liedjefees/ groentjekonsert/enige ander georganiseerde skoolbyeenkoms. Oefening vir bogenoemde: 2 kanse, -20 vir elke dag afwesig van oefening.</p> <p><b><u>Absent without apology from organised event:</u></b> Sport team/point of duty/speech contest/revue/prize giving ceremony/ concert/song festival/freshman's concert/any other organised school function. Practise for the above mentioned: 2 Chances, thereafter -20 for each day absent from practice.</p>	20
R11	①	<p><b><u>Afwesig van Interhoër sonder verskoning</u></b> <b><u>Absent from Inter High without apology</u></b></p>	100
R12	①	<p><b><u>Afwesig van opening</u></b> <b><u>Absent from assembly</u></b></p>	50
R13	①	<p><b><u>Verkeerde klas</u></b> <b><u>Wrong class</u></b></p>	20
R14	①	<p><b><u>Nie in Registerklas</u></b> <b><u>Not in Register class</u></b></p>	20

R15	①	<b><u>Afwesig van praktiese eksamen/ kurses/ tekeninge sonder mediese sertifikaat</u></b> <b><u>Absent from practical exam/course/drawings without a medical certificate</u></b>	20
R16	②	<b><u>Afwesig van Disiplinêre Verhoor</u></b> <b><u>Absent from Disciplinary Hearing</u></b>	50
R17	②	<b><u>Afwesig van eksamen</u></b> (sonder geldige verskoning) <b><u>Absent from examination</u></b> (without a valid excuse)	50
R18	①	<b><u>Huiswerkversuim</u></b> <b><u>Homework not done</u></b>	10
R19	①	<b><u>Skrif/handboek verloor:</u></b> Indien handboek verloor, gee 2 weke kans om boek te vervang. R350 per handboek.  <b><u>Exercise book/text book lost:</u></b> If text book has been lost, give 2 weeks to replace the book. R350 per text book.	
R20	①	<b><u>Handboek/skrifte/tekengereedskap/skryfbehoeftes nie in klas nie:</u></b> Benodig vir klaswerk.  <b><u>Textbook/exercise book/drawing equipment/stationery not in class:</u></b> Necessary for classwork.	20
R21	①	<b><u>Handboek/skrif nie oorgetrek nie</u></b> <b><u>Textbook/Exercise book not covered</u></b>	20
R22	①	<b><u>Besig met ander vak:</u></b> Doen skriftelike werk vir ander vak, terwyl onderwyser leerder se aandag vereis.  <b><u>Busy with another subject:</u></b> Written work of another subject is being done, while learner's attention is required by teacher.	20
R23	①	<b><u>Weier om klaswerk te doen</u></b>  <b><u>Refuses to do class work</u></b>	20
R24	①	<b><u>Taak/Projek/Portefeulje- opdrag nie ingehandig:</u></b> Word kategorie ② indien steeds nie gehoor gee nie.  <b><u>Assignment/Project/Portfolio assignment not handed in:</u></b> Turns into category ② if persists.	20

R25	①	<p><b><u>Studentekaart verloor/vergeet:</u></b> Vervang verlore studentekaart @ R50.00, beskadigde studentekaart @ R20.00 – beskadigde kaart moet ingehandig word by die kantoor saam met aansoek vir nuwe kaart.</p> <p><b><u>Student card lost/left at home:</u></b> Replace lost student card @R50.00, damaged student card @ R20.00 – damaged student card must be handed in at the office with application for new card.</p>	40
R26	①	<p><b><u>Swak gedrag:</u></b></p> <p>Breek ander se eiendom opsetlik. -20  Rommel mors (binne en/of buite) -20  Stamp mekaar. -50  Spoeg. -50  Steek eiendom weg: tasse/boeke. -50  Moedswillig 'n besering veroorsaak: pootjie/stamp/stoel uittrek. -50  Tas verloor/wegsteek. -50</p>	20-50
	②	<p>Onwelvoeglike gedrag. -50</p>	
	①	<p><b><u>Poor behaviour:</u></b></p> <p>Intentionally breaking someone else's property. -20  Littering (indoors and/or outdoors) -20  Shoving. -50  Spitting. -50  Hiding property: school bags/books. -50  Intentionally causes an injury: trips someone/pushes/pulls chair out from under a person. -50  Loses/hides school bag. -50</p>	
	②	<p>Indecent behaviour -50</p>	
R27	①	<p><b><u>Ignoreer 'n opdrag van personeel:</u></b> Byvoorbeeld: Toets/skrif nie geteken nie. LET WEL: Wees <b>REDELIK</b></p> <p><b><u>Ignores an order from teacher:</u></b> Example: Test/book not signed. NOTE: Be <b>REASONABLE</b></p>	20
R28	①	<p><b><u>Swak sportmanskap:</u></b></p> <p>Baklei tydens wedstryd – vergelyk met R58.</p> <p>Vuil taal -20  Kwetsende aanmerkings -40  Aanmerking/terugpraat teenoor skeidsregter/afrigter.- vergelyk met R61 -40</p>	20-40

		<p><b>Poor sportsmanship:</b>  Foul play during a match – compare to R58.  Foul language -20  Offensive remarks -40  Disrespectful remarks/impertinence towards referee/coach- compare to R61 -40</p>	
R29	①	<p><b>Oneerbiedig:</b>  Teenoor maats/<u>Gerrieforum</u>. -10  Matriekraad. -20  Personeel/werkers. -40  Oneerbiedig teenoor landsvlag/godsdiens:  Voed liewers op in plaas van punte aftrek. -40  Blatante uitdaging van die Gerrieforum. (Maak seker Gerrieforum is nie verantwoordelik vir die wanorde nie). -20  Praat terug. -20</p> <p><b>Disrespect:</b>  Towards pupils/<u>Gerrie forum</u>. -10  Matric Council. -20  Member of the staff/including general assistants. -40  Lack of respect for national flag/religion:  Rather educate than penalise. -40  Blatant disrespect towards <u>Gerrieforum</u>. (Ensure that <u>Gerrieforum</u> is not responsible for the chaos). -20  Back chatting. -20</p>	10-40
R30	①	<p><b><u>Uitdagende gedrag teenoor personeel.</u></b>  <b><u>Provoking behaviour towards staff.</u></b></p>	50
R31	①	<p><b><u>Hardloop weg:</u></b>  Leerlinge hardloop doelbewus vir 'n persoon met outoriteit weg.</p> <p><b><u>Running away:</u></b>  Learners deliberately run away from a person with authority.</p>	100
R32	③ Skedule 1 (c)	<p><b><u>Kwetsende opmerkings:</u></b>  Verkleinerende optrede met die doel om te verneder.  (Multikulturele skoolgemeenskap).</p> <p><b><u>Offensive remarks:</u></b>  Belittling or humiliating someone.  (Multicultural school community).</p>	40
R33	①	<p><b><u>Vloek:</u></b> Volledige beskrywing.  <b><u>Swearing:</u></b> Describe fully.</p>	20
R34	③ Skedule 1 (b)	<p><b><u>Kollektiewe (Groep) ontwrigting: klas</u></b>  <b><u>Kollektiewe (Groep) ontwrigting: skool</u></b></p> <p><b><u>1-7 DAE SKORSING</u></b></p>	

		<p><b><u>Collective (Group) disruption: class</u></b>  <b><u>Collective (Group) disruption: school</u></b></p> <p><b><u>1-7 DAYS SUSPENSION</u></b></p>	
R35	③ Skedule 1 (a)	<p><b><u>Ontwrig onderrig totaal</u></b> met swak gedrag/aanhoudend.  Ontwrig onderrig.  Aanhoudend word kategorie ② <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR</u></b>. Meld leerder aan by dissiplinêre kantoor.</p> <p><b><u>Totally disrupting teaching</u></b> with bad behaviour/persistently.  Disrupts teaching.  Persistent becomes category ② <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING</u></b>. Report learner at the disciplinary office.</p>	
R36	②	<p><b><u>Ontwrig eksamen:</u></b>  Ouers sal betrek word om by hulle kinders toesig te hou in die eksamenlokaal.  Leeders skryf eksamen in die dissiplinêre lokaal vir die volleduur van die eksamen.</p> <p><b><u>Disrupting exams:</u></b>  Parents will be involved to monitor their children's behaviour in the exam rooms.  Learners write the exam in the disciplinary room for the full duration of the exam.</p>	100
R37	②	<p><b><u>Rook</u></b>  Ook indien <u>in skooldrag</u> buite skoolterrein rook.  Geen rokerij in skooldrag of privaatdrag binne skool of onmiddellike omgewing van skool nie. Geen nikotien pleisters is toelaatbaar.  Rook: <b><u>1-7 DAE SKORSING</u></b>.  Vergelyk met R38</p> <p><b><u>Smoking</u></b>  Also when pupils smoke <u>in school uniform</u> outside the school premises.  No smoking at all in school or civilian clothes on or near the school premises. No nicotine patches are allowed.  Smoking: <b><u>1 - 7 DAYS SUSPENSION</u></b>.  Compare to R38</p>	

R38	①	<p><b><u>In besit van:</u></b>  <b><u>Aansteker/vuurhoutjies/sigarette/tabak/elektroniese sigarette/ "hubbly"/ "tjoef".</u></b>  In tas of aan persoon gesien/gevind.  (Sal gekonfiskeer en vernietig word.)  Leerlinge kan gevra word om self sy/haar tas uit te pak vir inspeksie.  Personeel van dieselfde geslag as getuie.</p> <p><b><u>In possession of:</u></b>  <b><u>Lighter/matches/cigarettes/tobacco/electronic cigarettes/hubbly/vape.</u></b>  Found/seen in school bag or in learner's possession.  (Will be confiscated and destroyed.)  Pupil may be instructed to unpack his/her bag himself/herself for inspection.  Staff member of the same gender as witness.</p>	50
R39	③ Skedule 1 (i)	<p><b><u>Onder invloed van drank:</u></b>  <b><u>GEEN</u></b> alkoholiese en/of 0% alkoholiese drankies toegelaat.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Under influence of alcohol:</u></b>  <b><u>NO</u></b> alcoholic and/or 0% alcoholic beverages allowed.  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R40	③ Skedule 1 (i)	<p><b><u>Besit alkohol:</u></b>  Sluit in 0% alkoholiese drank – verbode op skoolterrein.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>In possession of alcohol:</u></b>  Includes 0% alcoholic beverages – prohibited on the school premises  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R41	③ Skedule 2 (c) (vii)	<p><b><u>Onder invloed van dwelms:</u></b>  Skool kan sonder toestemming van die ouer die kind laat toets.  Die onkoste van die toets is vir die rekening van die ouers.  Ook: snuif gom/petrol/ens.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Under influence of drugs:</u></b>  School has the right to test learners without permission from the parents.  The cost for the test is for the account of the parents.  Also: sniffing glue/petrol/etc.  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	

R42	③ Skedule 2 (c) (vi)	<p><b><u>Besit dwelms of dryf handel in dwelms:</u></b> Strafbare oortreding binne skoolverband/skorsing/uitsetting/kriminele klag SAPD. <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>In possession of drugs or deals in drugs:</u></b> Criminal offence within school/suspension/expulsion/criminal charge SAPS. <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R43	② of/or ③	<p><b><u>Okkultiese bedrywighede of in besit van Satanistiese materiaal</u></b> Rapporteer aan SAPD/ SBST.</p> <p><b><u>Occultic practice or in possession of Satanistic material</u></b> Report to SAPS/ SBST.</p>	100
R44	② of/or ③	<p><b><u>Haatspraak vervaardig en/of versprei – SAPD</u></b></p> <p><b><u>Hate speech production and/or distribution – SAPS</u></b></p>	50-100
R45	③ Skedule 2 (c) (viii)	<p><b><u>Besit vuurwapens of ander wapens - SAPD:</u></b> Geen messe/sakmes/klappers/ketties/"<i>pea-shooters</i>"/skerp gemaakte voorwerpe/ skroewedraaier of potensieel gevaarlike voorwerpe. Geen speelgoedpistole/wapens/ "<i>BB-gun/tazer</i>" toegelaat nie. <b><u>Sien wapenbeleid.</u></b> <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>In possession of fire-arms or other weapons - SAPS:</u></b> No knives/pocket-knife/crackers/slingshots/pea-shooters/sharpened objects/ screw driver or potentially dangerous objects. No toy pistols or weapons/BB-guns/tazer allowed. <b><u>See weapon policy.</u></b> <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R46	①	<p><b><u>Selfoon/Tablet/ Oorfone/ "Boombox" of enige elektroniese apparaat:</u></b> Vanaf 07:25 (wanneer die skoolklok lui) tot aan die einde van die skooldag, sal die skool 'n <b>volledige selfoonvrye sone</b> wees. Dit sluit in <b>alle toestelle wat aan 'n selfoon koppel</b>, soos oorfone, oordoppies, slimhorlosies en soortgelyke toestelle. Indien 'n leerder met 'n selfoon of gekoppelde toestel gedurende skoolure betrap word, sal dit <b>onmiddellik gekonfiskeer</b> word. Die leerder ontvang 'n demeriete en die oortreding word genotuleer op die merietestelsel. Die selfoon en gekoppelde toestelle sal aan die leerder <b>ná skool</b> teruggegee word. <b>Herhaalde oortredings</b> (x3) sal eskaleer tot 'n <b>Skedule 2-oortreding</b>, wat lei tot 'n <b>1-7 DAE SKORSING</b> vir elke drie oortredings.</p>	50

		<p><b><u>Cellphone/Tablet/Earphones/“Boombox” or any electronic device:</u></b></p> <p>From <b>07:25 (when the school bell rings)</b> until the end of the school day, the school will be a completely <b>cellphone-free zone</b>.</p> <p>This includes <b>all devices that connect to a cellphone</b>, such as headphones, earphones, smartwatches and similar devices.</p> <p>If a learner is found with a cellphone or connected device during school hours, it will be <b>confiscated immediately</b>.</p> <p>The learner will receive a demerit, and the offence will be recorded on the merit system.</p> <p>The cellphone and connected devices will be returned to the learner <b>after school</b>.</p> <p><b>Repeated offences (x3)</b> will escalate to a <b>Schedule 2 offence</b>, which results in a <b>1-7 DAYS SUSPENSION</b> for every three offences.</p>	
R47	②	<p><b><u>Ongemagtigde beeldmateriaal/klankmateriaal (POPIA):</u></b></p> <p>Afneem, opneem, ontvang of versprei van klank- en/of beeldmateriaal. Onwettige beeldmateriaal van personeel sal by dissiplinêre verhoor hanteer word. Kriminele klag van <i>crimen injuria</i>, by SAPD.</p> <p><b><u>Unauthorised visual material/sound material (POPIA):</u></b></p> <p>Recording, receiving and spreading of sound- and/or visual material. Unauthorised visual material of staff members will be dealt with at a disciplinary hearing. Criminal charge of <i>crimen injuria</i> at the SAPS.</p>	150
R48	③ Skedule 2 (c) (iv)	<p><b><u>Verlaat skool</u></b> sonder toestemming/sonder uitteken. Teken uit met vervalste brief/oneerlike foon-oproep. <b><u>1-7 DAE SKORSING.</u></b></p> <p><b><u>Leaving school</u></b> without permission/signing out with a fraudulent letter/false phone call. <b><u>1-7 DAYS SUSPENSION.</u></b></p>	
R49	①	<p><b><u>Verbode terrein:</u></b> (Sien skoolplan)</p> <p>Deur venster geklim tot in klas. In kleeckamers van volwassenes. In woonkwartiere van werkers. Klim oor heinings tot op tennisbaan (ook gedurende naweke en vakansies).</p> <p><b><u>Caught in prohibited area:</u></b> (See school plan)</p> <p>Entering classroom through window. In adults' cloakrooms. In workers' living quarters. Scaling fence around tennis court (also during weekends and holidays).</p>	50

R50	①	<p><b><u>Toilet: sonder toestemming</u></b></p> <p><b><u>Toilet: without permission</u></b></p>	20
R51	①	<p><b><u>2 in toilet</u></b></p>	20
R52	①	<p><b><u>Omhelsing/Liefkosing in skooldrag:</u></b>  Hande vashou. -10  <b><u>Nader</u></b> as 30cm aan mekaar. -20</p> <p><b><u>Embrace/Caressing in uniform:</u></b>  Holding hands. -10  <b><u>Closer</u></b> than 30cm from each other. -20</p>	10-20
R53	② of/or ③ Skedule 1 (g)	<p><b><u>Verbale seksuele teistering en/of seksuele wangedrag:</u></b>  Gedrag wat aanstoot gee/privaatheid skend.  Reg tot Vryheid van assosiasie aantas.  Seksuele teistering.  Doelbewus verleentheid veroorsaak.  Kriminele oortreding.  Aanmelding SAPD, SBST en distrik.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Verbal sexual abuse and/or sexual misconduct:</u></b>  Offensive behaviour/violating privacy.  Affects the right to freedom of association. Sexual harassment.  Intentionally causing embarrassment.  Criminal offence.  Report to SAPS, SBST and district.  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R54	② of/or ③ Skedule 1 (h)	<p><b><u>Pornografie:</u></b>  Besit van pornografiese materiaal en/of verspreiding.  Aanmelding by SAPD / SBST.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Pornography:</u></b>  In possession of pornographic material and/or distribution.  Report to SAPS / SBST.  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	

R55	① of/or ③ Skedule 2 (c) (v)	<p><b><u>Diefstal/Medepligtige aan diefstal:</u></b>  <b><u>Let asseblief daarop:</u></b> Geen selfoondiefstal sal deur die skool ondersoek word nie.  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Theft/Accessory to theft:</u></b>  <b><u>Please note:</u></b> No cell phone theft will be investigated by the school.  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R56	② of/or ③ Skedule 2 (c) (f)	<p><b><u>Oneerlik: Moet duidelik omskryf WAT gedoen is.</u></b>  Jok: skrif in tas.  Handtekening vervals.  Brief namens iemand skryf.  Vervalste telefoonoproep.  Beskerm leerling afwesig van klas/skool sonder toestemming.  Verkeerde rekenaarnommer/naam/telefoonnummer.</p> <p><b><u>Dishonesty: Must describe clearly WHAT was done.</u></b>  Lying: book in schoolbag.  Forging a signature.  Writing a letter on behalf of someone else.  False phone call.  Protecting a pupil who bunks a lesson/school.  Wrong computer number/name/telephone number.</p>	40
R57	③ Skedule 1 (e)	<p><b><u>Oneerlik/ Onreëlmatigheid: Assessering</u></b>  Toets/eksamen/portefeulje-opdrag.  Verwys na Onreëlmatigheidskomitee (SAIC).  <b><u>Sien beleid.</u></b></p> <p><b><u>Dishonesty/ Irregularity:Assessment</u></b>  Test/exams/portfolio assignment.  Refer to Irregularity Committee (SAIC).  <b><u>See policy.</u></b></p>	
R58	③ Skedule 2 (c) (ix)	<p><b><u>Baklei/Aanranding:</u></b>  Doelbewuste besering veroorsaak.  Dissiplinêre beampte ondersoek, meld aan by Distrik, moontlike uitsetting.  <b><u>ALBEI LEERLINGE: 3-7 DAE AFKOELPERIODE tot en met dissiplinêre verhoor.</u></b></p> <p><b><u>Fighting/Assault:</u></b>  Causing an injury intentionally.  Disciplinary officer investigates, reports to District and possible expulsion.  <b><u>BOTH PUPILS: 3-7 DAYS COOL-OFF PERIOD until disciplinary hearing.</u></b></p>	

R59	③ Skedule 2 (c) (ix)	<p><b><u>Aanranding:Op personeel</u></b> Kriminele oortreding – SAPD. <b><u>1-7 DAE SKORSING TOT EN MET DIE DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Assault:On member of staff</u></b> Criminal offence – SAPS. <b><u>1-7 DAYS SUSPENSION UNTIL DISCIPLINARY HEARING.</u></b></p>	
R60	② of/for ③ Skedule 1 (c)	<p><b><u>Boelie:</u></b> Fisies, verbaal of emosioneel boelie. Kuber- of sosiale media. Aantekens in boelieregister. Aanmelding SAPD, SBST en Distrik. Enige opname en/of verspreiding daarvan is strafbaar. Aanhitsers van boelie maak hulself skuldig aan 'n ernstige oortreding. <b><u>ERNSTIGE GEVALLE: 1-7 DAE SKORSING.</u></b></p> <p><b><u>Bullying:</u></b> Physical, verbal or emotional bullying. Cyber- or social media. Report in bully-register. Report to SAPS, SBST and District. Any recording and/or distribution thereof is punishable. Inciters of bullying commit a serious offense. <b><u>SERIOUS CASES: 1-7 DAYS SUSPENSION.</u></b></p>	
R61	②	<p><b><u>Dreig/Intimidasie/Afpers</u></b></p> <p><b><u>Threatening/Intimidation/Extortion</u></b></p>	100
R62	②	<p><b><u>Aanhitsing van enige aard</u></b></p> <p><b><u>Inciting of any kind</u></b></p>	50
R63	③ Skedule 2 (c)(xiii)	<p><b><u>Beeld van skool/persoon skade aandoen:</u></b> Sluit in foto's/beeldmateriaal/geskrewe materiaal/gedrag asook gebruik van sosiale media om skade aan die beeld van die personeel of skool aan te rig. Kriminele oortreding – SAPD. <b><u>ERNSTIGE GEVALLE: 1-7 DAE SKORSING.</u></b></p> <p><b><u>Damaging the image of the school/person:</u></b> Includes pictures/video material/written material/behaviour and also the use of social media with the intent to damage the image/name of staff members or school. Criminal offence – SAPS. <b><u>SERIOUS CASES: 1-7 DAYS SUSPENSION.</u></b></p>	50

R64	① of/for ③ Skedule 1 (f)	<p><b><u>Ontbloting/urineer in openbaar</u></b>  <b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Exposure/urinating in public</u></b>  <b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R65	① of/for ③ Skedule 2 (c) (xiii)	<p><b><u>Beskadiging van eiendom:</u></b>  Krap op bank/mure/vloerteëls/ruite.  Spuitverf op geboue.  Oopmaak van brandblussers.  Brandstigting.  Enige merke met enige voorwerp.  Bolle nat papier/Pritt-buisie teen plafon.  Breek iets terwyl hulle speel op verbode terrein, byvoorbeeld gooi 'n klip na spreiligte.  Beskadig ander leerders/personeel se eiendom/plakkate ens.  Breek iets terwyl in diens van personeel/nie opsetlik nie: <u>GEEN straf.</u>  Mag nie speel nie, bv. Laat val truprojektortiens of breekgoed.  <b><u>Kwaadwillige skade Skedule 2 (c)(xiii), Skadevergoeding sal betaalbaar wees deur die ouers/voogde.</u></b>  <b><u>Vergelyk met R66 Gooi voorwerpe.</u></b></p> <p><b><u>1-7 DAE SKORSING EN DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Damage to property:</u></b>  Graffiti on desks/damaging desk/wall/floor tiles/windows.  Spraying paint on buildings.  Open fire extinguishers.  Arson.  Marks caused by any object.  Balls of wet paper/Pritt tubes against ceiling.  Breaking property while playing out of bounds, e.g. throwing a stone at floodlights.  Damage/destroy other pupils'/teachers' property/ posters etc.  Breaking something unintentionally while helping a teacher: <u>NO penalty.</u>  Overhead projectors, crockery etc. should be handled with care.</p> <p><b><u>Malicious damage to property Schedule 2 (c)(xiii).</u></b>  <b><u>Compensation for damages will be payable by parents/ guardians.</u></b>  <b><u>Compare with R66 Hurling objects.</u></b></p> <p><b><u>1-7 DAYS SUSPENSION AND DISCIPLINARY HEARING.</u></b></p>	
R66	①	<p><b><u>Gooi klippe/gevaarlike voorwerpe:</u></b>  Vergelyk met R65: Beskadiging van eiendom.</p> <p><b><u>Throwing of stones/dangerous objects:</u></b>  See R65: Damage to property.</p>	50

R67	①	<p><b><u>Sagteware vandalisme</u></b></p> <p><b><u>Software vandalism</u></b></p>	100
R68	①	<p><b><u>Dobbel in skooldrag en dobbeltoeskouers: SAPD: Kriminele aanklag</u></b>  Ook na-ure in skooldrag. Geen sportweddenskappe.  <b><u>1-7 DAE SKORSING.</u></b></p> <p><b><u>Gambling in school uniform and gambling spectators: SAPS: Criminal charge</u></b>  Also after school in school uniform. No sports bets.  <b><u>1-7 DAYS SUSPENSION.</u></b></p>	
R69	②	<p><b><u>Onwettig Handeldryf:</u></b>  <b><u>Sal gekonfiskeer en vernietig word.</u></b></p> <p><b><u>Illegal Trading:</u></b>  <b><u>Will be confiscated and destroyed.</u></b></p>	50
R70	②	<p><b><u>Verloor pienkbief (gedrag monitor)</u></b></p> <p><b><u>Lost pink letter (behaviour monitor)</u></b></p>	20
R71	③	<p><b><u>Ontheffing van 'n amp:</u></b>  'n Leerder wat uit 'n amp onthef word byvoorbeeld: Gerrieforum, verloor dieselfde punte as wat hy bygekry het onder DF.</p> <p><b><u>Exoneration of post:</u></b>  A pupil who is discharged from a post, e.g. Gerrieforum, forfeits the points he received under DF.</p>	
R72	③	<p><b><u>Doodsdreigement:</u></b>  Aanmelding aan SAPD.  <b><u>1-7 DAE SKORSING TOT EN MET DISSIPLINÊRE VERHOOR.</u></b></p> <p><b><u>Death threat:</u></b>  Report to SAPS.  <b><u>1-7 DAYS SUSPENSION UNTIL DISCIPLINARY HEARING.</u></b></p>	

<b>AKADEMIE / ACADEMIC</b>		<b>KREDIETE/ CREDITS</b>
AA	<p><b><u>Akademiese vordering:</u></b>  Kantoor ken toe, slegs ná kwartaal 2.  Promosiegemiddeld styg 3-6% +20  Styg 7% of meer +40</p> <p><b><u>Academic progress:</u></b>  Office awards, only after term 2.  3-6% increase in average +20  7% or more increase in average +40</p>	20-40
AB	<p><b><u>Ywer/fluksheid/netjiese werk: vakgerig:</u></b>  Besondere toewyding:  Addisionele werk, asook bogenoemde per kwartaal. +10  Meer vakke as verpligte aantal: Een keer per jaar. +20</p> <p><b><u>Academic diligence/neat work: subject orientated:</u></b>  Exceptional dedication: Additional work each semester. +10  More than the required number of subjects: once a year. +20</p>	10-20
AC	<p><b><u>Akademiese prestasie op gemiddelde %:</u></b>  Gemiddeld</p> <p style="padding-left: 40px;">70-79% +10  80-89% +20  90+% +30</p> <p><b><u>Academic performance on average %:</u></b>  Average</p> <p style="padding-left: 40px;">70-79% +10  80-89% +20  90+% +30</p>	10-30
AD	<p><b><u>Akademiese Span:</u></b> per kwartaal +30  Kantoor ken toe.</p> <p><b><u>Academic Team:</u></b> per term +30  Office awards.</p>	30

AE	<p><b><u>Vakprestasie verbeter:</u></b>  Verbetering van vorige rapportpunt vir elke eksamenvak afsonderlik.  5-10% * +10 punte  11-20% * +20 punte  21-30% * +30 punte  31-40% * +40 punte  41%+ * +50 punte</p> <p>* <b>Word slegs na die Julie-rapport toegeken deur kantoor.</b>  * <b>Word nie in Desember toegeken nie.</b></p> <p><b><u>Improvement in marks in a particular subject:</u></b>  Improvement on <u>previous</u> report mark in each individual subject.  5-10% * +10 marks  11-20% * +20 marks  21-30% * +30 marks  31-40% * +40 marks  41%+ * +50 marks</p> <p>* <b>Is only awarded after the July report by office.</b>  * <b>Not awarded in December.</b></p>	10-50
AF	<p><b><u>Olimpiades/vasvra-wedstryd/Mini-quiz/Taalbond:</u></b>  Deelneem +20  Deurdring na 2de rondte +30</p> <p><b><u>Olympiad/Quiz/Mini-quiz/"Taalbond":</u></b>  Participation +20  Going through to 2nd round +30</p>	20-30
AG	<p><b><u>Huiswerk getrou gedoen:</u></b> per kwartaal</p> <p><b><u>Diligently completed homework:</u></b> per term</p>	50
AH	<p><b><u>Wetenskapklub:</u></b>  80% Bywoning +50  Per uur in Laboratorium +10</p> <p><b><u>Science Club:</u></b>  80% Attendance +50  Per hour in the Laboratory +10</p>	
AI	<p><b><u>Ekstra klasse bygewoon buite skoolure</u></b>  <b><u>Attended extra classes outside school hours</u></b></p>	10

## BYWONING / ATTENDANCE

**Massabywoning:** Aantal punte wat vir massabywoning toegeken word, word deur die Hoof bepaal.

**Mass attendance:** Points to be allocated for mass attendance, will be determined by the Principal.



Hoop is 'n passie vir wat moontlik is. - *Soren Kierkegaard*

## DIENS / SERVICE

### **KNELPUNTE BY DIENS:**

1. Onderwyser verantwoordelik moet 'n behoeftebepaling doen. Byvoorbeeld, slegs 2 mediaprefekte per pouse/slegs 10 noodhelpers per byeenkoms, 2 klankspanlede.
2. Stel dienslys op en leerders vul name op die lys in. Kan nie slegs opdaag, rondhang en punte kry nie.
3. Personeel en diensleier hou rekord van leerders se minute/ure gewerk. Minute word later opgetel tot voltooiide ure. Diensrekord kan van personeel aangevra word, waar daar 'n dispuut ontstaan.
4. Dienspunte ter sprake:  
Snoepie, Klankspan, Mediasentrum, Ritzer, Korvee, Laboratorium -prefekte, Fotografieklub.
5. 10 Punte per aktiewe diens-uur. Gee dienspunte aan die einde van die maand/kwartaal. Maksimum 400 per kwartaal/seisoen.
6. Binne skoolure: gebruik oordeelkundig.

	<p><b><u>PROBLEM AREAS REGARDING SERVICE:</u></b></p> <ol style="list-style-type: none"> <li>1. Teacher responsible to <u>determine the need</u>: i.e. only 2 Media prefects per break/only 10 First Aid helpers per gathering or 2 sound team workers.</li> <li>2. Compile a <u>service roster</u> and pupils fill in their names on list. Pupils cannot merely arrive and hang around to obtain marks.</li> <li>3. <u>Record</u> of learners and minutes/hours should be kept by the staff and service leader. Minutes are later added for completed hours. A service record should be available in the event of a dispute.</li> <li>4. Relevant service marks: <u>Tuck shop, Sound team, Ritzer, Media centre, Corveé team, Laboratory prefects, Photography club.</u></li> <li>5. 10 Merits per hour active service. Points to be given at the end of month/term. <u>Maximum 400 per term/season.</u></li> <li>6. During school hours: please award responsibly.</li> </ol>	100-400
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DA	<p><b><u>Sportkapteine:</u></b> Uitnemende diens.</p> <p><b><u>Sport captains:</u></b> Outstanding service.</p>	Maks/Max 20
DB	<p><b><u>Ekstra hulp:</u></b> Vir ALLE leerlinge: <u>10 punte per uur</u> gewerk tot maksimum van 60 per projek. Punte kan per keer vir besondere diens gelewer toegeken word:</p> <ol style="list-style-type: none"> <li>1. Gereelde klasskoonmaak/deeglik gedoen.</li> <li>2. Atletiekbaan merk.</li> <li>3. Halwe werk – Geen belonging.</li> <li>4. Ken punte dadelik toe, nie eers na maande nie.</li> </ol> <p>Alle leerlinge in 'n vaste amp aangestel, ontvang punte onder DIENS. Meld WAT gedoen is en AANTAL URE.</p> <p><b><u>Extra help:</u></b> For ALL pupils: <u>10 points per hour</u> worked, up to a maximum of 60 per project. Points may be allocated each time exceptional service is rendered:</p> <ol style="list-style-type: none"> <li>1. Cleaning classroom regularly/thoroughly.</li> <li>2. Preparing athletic track.</li> <li>3. Hasty/sloppy work does not warrant a reward.</li> <li>4. Points to be awarded immediately (not months later).</li> </ol> <p>All pupils who get a permanent position, are credited on rules dealing with SERVICE. Stipulate WHAT was done and HOURS WORKED.</p>	10-60
DC	<p><b><u>Laboratoriumprefekte:</u></b> Werk in 20's.</p> <p><b><u>Laboratory prefects:</u></b> Work in 20's.</p>	
DD	<p><b><u>Korveespan/koeldrank vir beamptes</u></b></p> <p><b><u>Corvéé team/cold drinks for officials</u></b></p>	
DE	<p><b><u>Sportadministrasie:</u></b> Tellinghou/skeidsregter/telbord Alle sportsoorte.</p> <p><b><u>Sport administration:</u></b> Score keeping/referee/score board All sport types.</p>	
DF	<p><b><u>Gerrieforum/Klaskaptein/Leierskapontwikkeling:</u></b></p> <p>Uitsonderlike diens.</p>	20 Kwartaal /Term

	<b><u>Gerrie Forum/Class captain/Leadership development:</u></b> Exceptional service.	
DG	<b><u>Junior Stadsraad</u></b> <b><u>Junior City Council</u></b>	20
DH	<b><u>Klank en Beligting:</u></b>  <b><u>Sound and lighting:</u></b>	Maks. 100/kwartaal Maks. 300 per jaar  Max. 100/term Max 300 per year
DI	<b><u>Matriekraad</u></b> <b><u>Matric Council</u></b>	
DJ	<b><u>Mediaprefek</u></b> <b><u>Media prefect</u></b>	
DK	<b><u>Vrywillige gemeenskapsdiens:</u></b> per uur <b><u>Voluntary community service:</u></b> per hour	
DL	<b><u>Road Run volunteer</u></b> <b><u>Road Run vrywilliger</u></b>	50-100

## **EKSTERNE AKTIWITEITE / EXTERNAL ACTIVITIES**

E	<p><b><u>EKSTERNE AKTIWITEITE:</u></b> wat nie by H/S Gerrit Maritz aangebied word nie.</p> <ol style="list-style-type: none"> <li>Leerders bring sertifikaat/bewysstukke vir Me. M. Coetzer. Word eenmalig per jaar toegeken.</li> <li>GN Kleure/AVS <span style="float: right;">+30</span> SA Kleure/Bokkie Kleure <span style="float: right;">+40</span></li> <li>Deelname <span style="float: right;">+10</span></li> </ol> <p><b><u>Neem kennis:</u></b> dit is die leerder se eie verantwoordelikheid om buitemuurse aktiwiteite se prestasie aan te meld by Me. M. Coetzer en die toekenning van die nodige merietepunte op te volg.</p> <p><b><u>EXTERNAL ACTIVITIES:</u></b> which are not offered at H/S Gerrit Maritz.</p> <ol style="list-style-type: none"> <li>Learners take certificate/documents of proof to Ms. M. Coetzer. Is awarded only once a year.</li> <li>GN Colours/AVS <span style="float: right;">+30</span> SA Colours/Bokkie Colours <span style="float: right;">+40</span></li> <li>Participation <span style="float: right;">+10</span></li> </ol> <p><b><u>Please note:</u></b> it is the learner's own responsibility to report their performance in extramural activities to Ms. M. Coetzer and to follow up on the allocation of the necessary merit points.</p>	
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## GEDRAG / BEHAVIOUR

	<ul style="list-style-type: none"> <li>• Daaglikse take binne die klaskamer soos vee/bord skoonmaak moet NIE daaglikse krediete gee nie.</li> <li>• Take/Projekte in vakverband word as huiswerk gereken en kry 'n punt as deel van deurlopende assessering en kry <b>NIE</b> krediete nie.</li>   <li>• Do not allocate credits for daily duties such as sweeping/cleaning the board.</li> <li>• Subject-related Projects/Assignments given are regarded as homework. Marks are given as part of continuous assessment and do <b>NOT</b> get credits.</li> </ul>																	
GA	<p><b><u>Inisiatief:</u></b>          Besondere poging: begin uit eie opruim na byeenkomste.          Beloon ook 'n blink uitvoerbare plan. NIE 'n leerling wat krediet benodig en klas uitvee nie.          Klas skoonmaak en stoepe vee is normale pligte van die klas. Kry NIE punte NIE. Beloon wel werk/inisiatief.</p> <p><b><u>Initiative:</u></b>          Exceptional effort, e.g. cleaning up after gatherings without being told.          A bright, feasible idea should be rewarded. NOT a child who lacks credits and sweeps a floor.          Cleaning a classroom or passage is a normal duty, and DOES NOT warrant any credits.          Initiative/work done should be rewarded.</p>	10-20																
GB	<p><b><u>Eerlikheid:</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Handig 'n bril/sak in.</td> <td style="text-align: right;">+10</td> </tr> <tr> <td>Verklap roker.</td> <td style="text-align: right;">+50</td> </tr> <tr> <td>Gee beursie vol geld/selfoon in.</td> <td style="text-align: right;">+50</td> </tr> <tr> <td>Help om diefstal/vandalisme ensovoorts te bekamp. Rapporteer vandalisme met skuldigbevinding.</td> <td style="text-align: right;">+50</td> </tr> </table> <p><b><u>Die totale punte beskikbaar word gedeel deur die aantal leerlinge wat kom aanmeld.</u></b></p> <p><b><u>Honesty:</u></b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Handing in glasses/bag.</td> <td style="text-align: right;">+10</td> </tr> <tr> <td>Exposing a smoker.</td> <td style="text-align: right;">+50</td> </tr> <tr> <td>Handing in a purse containing money/cell phone.</td> <td style="text-align: right;">+50</td> </tr> <tr> <td>Combatting theft/vandalism. Reports vandalism with a guilty finding.</td> <td style="text-align: right;">+50</td> </tr> </table> <p><b><u>The total marks available are shared by the number of pupils that report the offence.</u></b></p>	Handig 'n bril/sak in.	+10	Verklap roker.	+50	Gee beursie vol geld/selfoon in.	+50	Help om diefstal/vandalisme ensovoorts te bekamp. Rapporteer vandalisme met skuldigbevinding.	+50	Handing in glasses/bag.	+10	Exposing a smoker.	+50	Handing in a purse containing money/cell phone.	+50	Combatting theft/vandalism. Reports vandalism with a guilty finding.	+50	10-50
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Combatting theft/vandalism. Reports vandalism with a guilty finding.	+50																	

GC	<p><b><u>Positiewe gesindheid:</u></b> (uitsonderlik)</p> <p><b><u>Positive attitude:</u></b> (special circumstances)</p>	10
GD	<p><b><u>100% Skoolbesoek:</u></b>  Registervoog: einde van elke kwartaal.  Desember: 100% skoolbesoek vir die jaar.</p> <p><b><u>LW: Indien afwesig van skool, klas of registerklas sonder toestemming, verbeur hy/sy 100% skoolbesoek.</u></b></p> <p><b><u>100% School attendance:</u></b>  Register teacher: at the end of each term.  December: 100% attendance for entire year.</p> <p><b><u>Note: If absent from school, class or register class without permission, he/she forfeits 100% school attendance.</u></b></p>	50
GE	<p><b><u>Kursus bygewoon:</u></b>  Sportafrigting/Skeidsregterskursus.  Vakansiekamp/toer-/leierskursus/ander kursus/simposium bygewoon en positiewe verslag ontvang.  Kursus bygewoon ongeag die tydsduur.</p> <p><b><u>Course attended:</u></b>  Sport coaching/Referee course.  Camp/tour during holiday/leadership course/other course/symposium attended followed by a positive report.  Attended a course irrespective of length of course.</p>	30
GF	<p><b><u>Brief betyds ingehandig</u></b></p> <p><b><u>Letter returned on time</u></b></p>	10
GG	<p><b><u>Voorkoms volgens skoolreëls:</u></b> per inspeksie</p> <p><b><u>Appearance according to school rules:</u></b> per inspection</p>	10
GH	<p><b><u>Liefdadigheidsdiens buite skoolterrein</u></b></p> <p><b><u>Charity service outside school premises</u></b></p>	10
GI	<p><b><u>Uitnemende gedrag</u></b></p> <p><b><u>Excellent behaviour</u></b></p>	10

## KULTUUR / CULTURE

KA	<p><b><u>Debat/Redenaars:</u></b>  Deelname sprekersaand +20  Prestasie +20  Finaal – 1ste plek  Finaal – 2de plek  Finaal – 3de plek  Buitengewone prestasie +40</p> <p><b><u>Debates/Speech Festival:</u></b>  Participating – preliminary competition +20  Achievement +20  Final – 1st place  Final – 2nd place  Final – 3rd place  Extraordinary Achievement +40</p>	
KB	<p><b><u>Groentjekonsert: VERPLIGTEND</u></b> vir graad 8's. +20 Albei  Afhangend van uitnemendheid. konserte  Spelleier/Rolle/Deelname aan toneel/Dekor/Grimering/  +10-20  Souffleur/Skrywer/Verhoogbestuurder.</p> <p><b><u>Freshman's Concert: COMPULSARY</u></b> for Grade 8's. +20 Both  Points may be awarded for exceptional contribution. concerts  Producer/Roles/Participation in play/Make-up/Décor/  +10-20  Prompter/Script writer/Stage manager.</p>	10-20
KC	<p><b><u>Mnr./Mej. Gerrie:</u></b>  Deelname (80%) +50  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40</p> <p><b><u>Mr./Miss. Gerrie:</u></b>  Participation (80%) +50  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40</p>	

KD	<p><b><u>Sanggroep: (Atletiek)</u></b>  Deelname (80%) +100  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40  Hoofdirigent</p> <p><b><u>Singing group: (Athletics)</u></b>  Participation (80%) +100  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40  Cheerleader</p>	
KE	<p><b><u>Geesgroep:</u></b>  Deelname (80%) +100  Prestasie +20</p> <p><b><u>Cheer group: (Athletics)</u></b>  Participation (80%) +100  Achievement +20</p>	
KF	<p><b><u>Spelkompetisie (Spelling Bee)</u></b>  Deelname +50  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40</p> <p><b><u>Spelling competition (Spelling Bee)</u></b>  Participation +50  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40</p>	
KG	<p><b><u>Redigerig span</u></b>  Deelname +10-60</p> <p><b><u>Editing team</u></b>  Participation +10-60</p>	

KH	<p><b><u>Graffiti</u></b>  Deelname +50  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40  Wonderboom kompetisie</p> <p><b><u>Graffiti</u></b>  Participation +50  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40  Wonderboom competition</p>	
KI	<p><b><u>Koor</u></b>  Deelname (80%) +200  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40  Kunstefees</p> <p><b><u>Choir</u></b>  Participation (80%) +200  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40  Arts Festival</p>	
KJ	<p><b><u>“Battle of Glory”</u></b>  Deelname +50  Prestasie +20  1ste plek  2de plek  3de plek  Buitengewone prestasie +40</p> <p><b><u>Battle of Glory</u></b>  Participation +50  Achievement +20  1st place  2nd place  3rd place  Extraordinary Achievement +40</p>	

## SPORT

**Beperking:** binne dieselfde seisoen speel vir een sportsoort vir 2 spanne, bv. Sagtebal O/14 en Eerstespan. Kry slegs vir EEN span. Kry afsonderlik vir alle wedstryde gespeel.

Sien ook GE

Sportkaptein (amp) +20

Onder-sportkaptein (amp) +10

DA

Uitsonderlike diens +20

**Restriction:** Plays within one season for 2 teams within one sport, e.g. Softball U/14 and First team. Award only for ONE team.

Award separately for all matches played.

See also GE

Sport captain (post) +20

Vice-captain (post) +10

DA

Exceptional service +20



Lag eerste vir jouself – voor iemand anders dit doen. –

*Elsa Maxwell*

SA	<b><u>Atletiek:</u></b>	
	Deelname (80%) liga	+100
	Prestasie	+50-100
	<b><u>Interhoër:</u></b>	
	1ste plek	
	2de plek	
	3de plek	
	Buitengewone prestasie	+100-150
	<b><u>Interhoër:</u></b>	
	Rekord/ Toekenning	
	Distrik deelname	
	Gauteng-Noord kleure	
	<b><u>Athletics:</u></b>	
	Participation (80%) league	+100
Achievement	+50-100	
<b><u>Inter High:</u></b>		
1st place		
2nd place		
3rd place		
Extraordinary Achievement	+100-150	
<b><u>Inter High:</u></b>		
Record/ Award		
District participation		
Gauteng North Colours		



You don't drown by falling in the water; you drown by staying there. –  
*Ed Cole*

SB	<p><b><u>Netbal</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Ligawenners  Diamant uitspele deelname  Tshwane uitspele</p> <p>Buitengewone prestasie +100-150  Tshwane uitspele wenners  Gauteng-Noord span</p> <p><b><u>Netball</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  League winners  Diamond playoffs participation  Tshwane playoffs</p> <p>Extraordinary Achievement +100-150  Tshwane play-off winners  Gauteng North Team</p>	
SC	<p><b><u>Hokkie: (Seuns &amp; Dogters)</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Ligawenners  Uitspele G4</p> <p>Buitengewone prestasie +100-150  Wenners: Finale Uitspele  Gauteng-Noord span</p> <p><b><u>Hockey: (Boys and Girls)</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  League winners  Playoffs G4</p> <p>Extraordinary Achievement +100-150  Winners: Final Play-off  Gauteng North Team</p>	

SD	<p><b><u>Sagtebal</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Ligawenners</p> <p>Buitengewone prestasie +100-150  Tshwane Uitspele <ul style="list-style-type: none"> <li>• Semi-finaal</li> <li>• Finaal</li> </ul> Gauteng-Noord span</p> <p><b><u>Softball</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  League winners</p> <p>Extraordinary Achievement +100-150  Tshwane Playoffs <ul style="list-style-type: none"> <li>• Semi-final</li> <li>• Final</li> </ul> Gauteng North team</p>	
SE	<p><b><u>Rolbal</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Wenners: Interne klub kompetisie</p> <p>Buitengewone prestasie +100-150  Rolbal Gauteng-Noord kompetisie</p> <p><b><u>Bowling</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  Winners: Internal club competition</p> <p>Extraordinary Achievement +100-150  Bowling Gauteng North competition</p>	

SF	<p><b><u>Rugby</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Ligawenners  Stadsbeker: Semi-finaal</p> <p>Buitengewone prestasie  Stadsbeker:Finaal +100-150  Noordvaal Uitspele  Kwarteinstryd  Semi-finaal  Blou Bul kleure</p> <p><b><u>Rugby</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  League winners  City Cup: Semi-Final</p> <p>Extraordinary Achievement  City Cup:Final +100-150  Noordvaal Playoffs  Quarter final  Semi final  Blue Bull colours</p>	
SG	<p><b><u>Tennis: (Seuns &amp; Dogters)</u></b>  Deelname (80%) liga +100</p> <p>Prestasie +50-100  Ligawenners</p> <p>Buitengewone prestasie +100-150  Gauteng-Noord</p> <p><b><u>Tennis: (Boys and Girls)</u></b>  Participation (80%) league +100</p> <p>Achievement +50-100  League winners</p> <p>Extraordinary Achievement +100-150  Gauteng North</p>	

SH	<b><u>Skaak</u></b>	
	Deelname (80%) liga	+100
	Prestasie	+50-100
	Buitengewone prestasie	+100-150
	<b><u>Chess:</u></b>	
	Participation (80%) league	+100
	Achievement	+50-100
Extraordinary Achievement	+100-150	
SI	<b><u>Sokker:</u></b>	
	Deelname (80%) liga	+100
	Prestasie	+50-100
	Liga winners	
	Buitengewone prestasie	+100-150
	<b><u>Soccer:</u></b>	
	Participation (80%) league	+100
Achievement	+50-100	
League winners		
Extraordinary Achievement	+100-150	
SJ	<b><u>Jukskei:</u></b>	
	Deelname (80%) liga	+100
	Prestasie	+50-100
	Provinsiale uitnodiging uitspele	
	Buitengewone prestasie	+100-150
	Provinsiale kleure: Nasionale toernooi	
	<b><u>Jukskei (Yoke pin):</u></b>	
Participation (80%) league	+100	
Achievement	+50-100	
Provincial invitational playoff		
Extraordinary Achievement	+100-150	
Provincial colours: National tournament		

## SKOOLREËLS

**Die Bestuur behou die reg voor om tydens 'n skooljaar die skoolreëls te wysig indien nodig. Skriftelike kennisgewing sal aan ouers gestuur word.**

Skoolreëls is ingestel om 'n positiewe gees teenoor reëls aan te leer en sodoende te aanvaar dat reëls nodig is om die skoolgemeenskap te orden. 'n Positiewe belewenis van reëls skep ook 'n positiewe benadering tot skoolwerk en al die aktiwiteite wat deur die skool aangebied word.

### 1 SKOOLTYE / TOEGANG

Om 07:25 tree die leerlinge op die aantreeblad aan in hulle onderskeie grade en registerklasse. Die Gerrieforum help met die algemene dissipline tydens opening. Al die leerlinge moet die opening bywoon. Laatkommers moet by die opening gaan aanmeld. Die skool sluit Maandae tot Donderdae om 14:30 en Vrydae om 14:00. Die skoolhekke word om 07:30 gesluit. Toegang tot die skool word verkry deurdat die ouers / voogde die skool skakel en toegang versoek. Alle leerders ontvang aan die begin van 'n nuwe jaar 'n studentekaart wat sal dien as toegangskaart. Leerders sal verplig wees om die studentekaart ten alle tye om hul nek te dra. Geen leerder sal toegang tot die skoolterrein verkry sonder sy/haar studentekaart nie. Indien 'n leerder se studentekaart verlore raak moet die leerder/ouer die studentekaart vervang @ R50 by die kantoor. Indien 'n studentekaart beskadig word moet die kaart vervang word @ R20 by die kantoor. Die beskadigde kaart moet by die kantoor ingehandig word.

### 2 SPEELGRONDE EN ONTSPANNINGSTERREIN

Die speel- en ontspanningsterrein vir voor skool en tydens skool sal afgebaken word. Daar mag onder geen omstandighede met **harde balle (krieket-, sagtebal-, gholfballe) of enige harde voorwerpe** tydens pouses en voor skool gespeel word nie. **Geen kontak sport (skrum, stoei, rugby, sokker ens.) tydens pouses, voor en na-skool word toegelaat nie.** Stamp en bakleiery word nie toegelaat nie.

#### **Verbode terrein (voor skool en pouses):**

- Die sementblad agter die tiksters en adjunkhoof se kantore en die sementblad voor die hoof se kantoor.
- Gebied oos van die administratiewe gebou en saal m.a.w. oos van die watervoor, personeel-parking, tussen voertuie en al die tydelike klasse. (T1 – T12).
- Gebied wes van die hoofgebou m.a.w. wes van die watervoor, die tegniese werkwinkels, tydelike klasse (T18 – T24), skietbaan, fietsloods, Chris du Plooy-saal, woonkwartiere van die terreinpersoneel, A17, A22, A24, A25.
- Trappe en stoepe van die hoofgebou. Leerlinge word nie pouses in klasse of op stoepe toegelaat nie. Leerlinge mag nie op die stoep voor die konferensiekamer verby wissel nie.
- Die hokkie-, netbal-, basketbal-, en tennisbane, die B- en C-rugbyvelde, die telbordhuisie en grasafdak en die Chris du Plooy-saal.
- Die N-klasse sowel as die H-klasse.
- Die OOP pawiljoene en die HOOF-pawiljoen se houttrap. Leerders mag op die sementtrappe van die hoofpawiljoen sit vir koelte. LET WEL: SEUNS mag wel op die A-rugbyveld SPEEL (nie sit of rondstaan in groepies nie).

### 3 SKOOLDRAG

3.1

3.1.1

#### **ALGEMEEN**

##### **Skoene**

Swart rondpunt skoolskoene wat toeryg met swart veters, geen kleurinsetsels nie, geen gespes nie en geen stewels of aanglypskoene nie. Uitermate dik sole is nie toelaatbaar nie. Maksimum

	<p>25mm. Geen skerppunt, suede, moccasins- of blinkleerskoene nie. Meisies mag wel skoolskoene met bandjies dra (Geen groot gespes nie. Geen mode- of ballettipe of pompskoene nie).</p> <p>3.1.2 <b><u>Skooldrag vir koue dae</u></b> Wanneer dit koud is, kan 'n skooltrui, swart skoolbaadjie of amptelike Gerriebaadjie gedra word.</p> <p>3.1.3 <b><u>Provinsiale of nasionale kleure</u></b> Op Vrydae mag leerlinge wat provinsiale of nasionale kleure verwerf het, hulle baadjies of sweetpakbaadjies dra. 1ste Spandrag op Vrydae binne seisoen, 1ste Spanbaadjies op Vrydae, heeljaar.</p> <p>3.1.4 <b><u>Gordels</u></b> Seuns moet by langbroeke swart gordels dra - geen modegespes of klinknaels word toegelaat nie.</p> <p>3.1.5 <b><u>Kleredrag tydens sportgeleenthede</u></b> Tydens skoolsportgeleenthede mag slegs skooldrag of skoolsportdrag gedra word.</p> <p>3.1.6 Slegs <b><u>swart skoolserpe</u></b> word toegelaat wat beskikbaar is by sCool Stuff. Mag slegs in winter gedra word. Geen "Beanies" is toelaatbaar.</p> <p>3.1.7 <b><u>Geen gewone klere</u></b>, musse, pette, hoede, handskoene, handdoeke of komberse mag saam met skooldrag gedra word nie. Ook nie na skool-ure in die openbaar nie. Die amptelike skoolpet mag buite skoolure gedra word.</p> <p>3.1.8 <b><u>Gerriedrag</u></b> Gerrie-gholfhempie met of 'n skool-sweetpakbroek of 'n swart Gerrie kortbroek (by verskaffers beskikbaar). Toe sportskoene en wit, swart of grys kouse. Geen plakkies.</p> <p>3.1.9 <b><u>Geen name</u></b> mag op enige kledingstuk agterop geborduur word nie (byvoorbeeld baadjies, truië, "beanies"). Slegs leerders se voornaam mag op die kledingstuk se regterbors borduur word. Borduurwerk word gedoen deur Engela Swing (012) 546 5584 of Silver Cross (012) 546 6525.</p> <p>3.1.10 <b><u>Sonbrii</u></b> nie toegelaat met skooldrag nie.</p> <p>3.1.11 <b><u>Geen</u></b> wit of ander kleur 'secret socks' mag by skoolklere gedra word nie.</p>
<p>4</p> <p>4.1</p> <p>4.2</p>	<p><b>SKOOLDRAG - DOGTERS</b></p> <p><b><u>Somersdrag</u></b> <b>Wit dogters skoolhemp</b> (geen seunskortmouhemde nie) met of sonder skoolwapen en grys 6-baan-skoolrompe of grys skool-dogterslangbroek, kort grys kouse met skoolkleure en swart skoolskoene. Lang, dik grys kouse en "bobby-socks" is ook toelaatbaar, <b>Romp mag nie nouer afgewerk word nie</b> en swart "ski-pants" is verpligtend onder alle rompe. Kamisool/"vest" mag nie onder bloes uitsteek nie.</p> <p><b><u>Wintersdrag</u></b> Wit langmou skoolhemp met grys 6-baan skoolromp of grys skool-dogterslangbroek, skooldas, lang grys skoolkouse (bobby-socks) en swart skoolskoene. Grys broekiekouse, (78 Decitex, nie gewone nylonkouse nie) is opsioneel. Swart "ski-pants" is verpligtend onder alle rompe. Dogters mag nie seunslangbroeke dra nie.</p>
<p>5</p> <p>5.1</p>	<p><b>SKOOLDRAG - SEUNS</b></p> <p><b><u>Somersdrag</u></b> Wit <b>kortmou skoolhemp</b> met of sonder skoolwapen, 'n kort grys skoolbroek of grys skoollangbroek met 'n swart gordel, lang grys skoolkouse en swart skoolskoene. <b>Boonste knoop oop</b> indien geen das aan. Indien leerder 'n <b>wit langmou hemp</b> in die somer aantrek moet 'n skooldas gedra word. <b>Slegs wit T-hemp</b> mag onder skoolhemp gedra word. Kortbroeke word saam met skool "bobby-socks" gedra. <b>Geen gewone drag mag onder skoolklere gedra word</b></p>

5.2	<p><b>nie. Geen “skinny”, afgewerkte, noupassende broeke, swart denim, chino's, of rekstof broeke nie.</b> Verkeerde broeke sal gekonfiskeer word en eers aan die einde van die akademiese jaar terugbesorg word.</p> <p><b><u>Wintersdrag</u></b> Wit langmou skoolhemp met skooldas of wit kortmou dashemp met 'n skooldas, grys skoollangbroek met 'n swart gordel, lang grys skoolkouse en swart skoolskoene. Slegs wit frokkie / “vest” / onderhemp mag in die winter onder skoolhemp gedra word. Geen gewone drag mag onder skoolklere gedra word nie. <b><u>Geen “skinny”, afgewerkte, noupassende broeke, swart denim, chino's of rekstof broeke nie.</u></b> Verkeerde broeke sal gekonfiskeer word en eers aan die einde van die akademiese jaar terugbesorg word.</p>
6 6.1	<p><b>SKOOLDRAG VIR GRAAD 12-LEERLINGE</b></p> <p><b><u>Dogters</u></b> Swart 6-baan skoolromp of swart skool dogterslangbroek, wit dogters skoolhemp met skooldas in die winter, lang sykouse (blackmail) met skoolskoene. Blinkleerskoene met versiersels nie toelaatbaar nie. Swart, dig broekiekouse (78 Decitex) is toelaatbaar by die swart skoolromp. Geen swart denims nie. <b>Romp mag nie afgewerk word om nouer te word nie</b> en swart “skipants” is verpligtend onder alle rompe. Kort swart sokkies of swart skool “bobby-socks” met rooi en wit strepe mag gedra word.</p>
6.2	<p><b><u>Seuns</u></b> Swart skoollangbroek met wit skoolhemp en skooldas in die winter, swart skoolskoene en swart kouse sonder ontwerpe. Geen gewone drag mag onder skoolklere gedra word nie. <b>Geen “skinny”, afgewerkte, noupassende broeke, swart denim, chino's of rekstof broeke nie.</b> Verkeerde broeke sal gekonfiskeer word en eers aan die einde van die akademiese jaar terugbesorg word.</p>
7	<p><b>ALGEMENE REËLS T.O.V. VOORKOMS EN NETHEID:</b></p>
7.1	<p><b><u>Dogters</u></b></p>
7.1.1	<p>Geen grimering, onderlaag of vals ooghare word toegelaat nie.</p>
7.1.2	<p>As die hare oor die hemskraag hang, moet dit vasgemaak word. Die kuif mag nie aan die wenkbroue raak nie. Lang hare mag nie los gedra word nie en moet gevleg of agter vasgemaak word. Hare moet uit die gesig vasgemaak wees en geen slierte word toegelaat nie. Slegs gewone lint (maksimum van 2cm en van een kleur) of gewone rekkies mag gebruik word om hare mee vas te maak. Die rekkies en lint mag slegs in effe skoolkleure wees. Gewone kammetjies, haarbande en knippies asook groter haarknippe van mediumgrootte in swart en bruin is toelaatbaar. Geen bandana's, kopdoeke of krale in of om die hare nie. <b>Geen haar-doughnut mag bo-op die kop gedra word nie.</b></p>
7.1.3	<p>Geen juwele behalwe horlosies en klein oorkrabbertjies in die vorm van goud, silwer, pêrel of diamant knoppies (studs) nie groter as 4mm in deursnee nie of ringetjies (sleepers) slegs goud of silwer eenvoudig, geen patrone of prente, nie groter as 30mm, 1,5mm dik en 12 mm in deursnee is toelaatbaar. Slegs een oorkrabbertjie per oor mag gedra word en wel in die onderste gaatjie. Die dra van kettinkies, ringe en armbande is verbode.</p>
7.1.4	<p>Naels moet netjies en kort wees. Slegs kleurlose naellak is toelaatbaar. (Nie pêrelkleur of Franse manikuur). Geen akriel of “gel” naels.</p>
7.1.5	<p>Roklengtes 10cm bokant die knie in 'n staande posisie. Bekyk die rok lengte van <b>voor en agter</b>.</p>
7.1.6	<p>Dogters moet die regte onderklere dra. Dit moet nie sigbaar wees deur die heme nie.</p>

<p>8. 8.1 8.1.1  8.1.2 8.1.3  8.1.4 8.1.5</p>	<p><b>ALGEMENE REËLS T.O.V. VOORKOMS EN NETHEID:</b> <b>Seuns</b> Wanneer die hare afgekam word mag die hare nie aan die ore, wenkbroue en kraag raak nie. Hare moet kort en netjies geknip wees. Wangbaarde mag nie laer as die bokant van die oorgat gedra word nie en moet kort gesny wees. <b>Daaglik netjies geskeer en geen snorbaarde.</b> <b>GEEN GEL NIE.</b> Geen haarrekkies toegelaat by seuns nie asook geen stertjie in die nek nie. Die haarlengte bo-op die kop mag nie 4cm oorskry nie en 'n minimum van 1cm langs die kant van die kop. - Geen "V" mag in die hare gesny word nie. (Mohawk- variante style) , - Geen lyne/ patrone mag in die hare gesny word nie; - "Dreadlocks" mag nie 4 cm in lengte oorskry nie; - "Comb over" mag nie aan die oor raak indien die hare oorgekam word nie, - Geen stringe, "man buns" of aanhegsels nie, - Geen modeneigings mag nagevolg word wat tydens die jaar ontstaan het nie. - Geen vals haarstukke (extensions) nie. Geen ringe, oorbelle, armbande, neus, tongringe en kettinkies word toegelaat nie. Naels moet kort en netjies wees - insluitend pinkie naels. Geen naellak.</p>
<p>9. 9.1 9.2  9.3  9.4 9.5 9.6  9.7 9.8</p>	<p><b>ALGEMENE REËLS VIR SEUNS EN DOGTERS</b> Geen "undercut" word toegelaat nie. Hare moet ten alle tye die natuurlike kleur vertoon. Geen ooglopende strepe word toegelaat nie. <b>GEEN GEL.</b> Geen leerlinge mag tatoeëermerke vertoon nie. <b>Moet ten alle tye met 'n kledingstuk bedek wees.</b> Geen ander "studs" of ringe, behalwe oorringe (vir meisies) word toegelaat nie. Hare mag nie aan die kante of agter opgekam word nie. Geen "blow-up" voorkoms nie. Natuurlike voorkoms. Geen gekleurde hare, gekleurde "braids" of haar verlengings nie. "Braids" mag nie dikker as 1cm wees nie. Wenkbroue mag nie getint/gekleur wees nie. Geen groot mode-horlosies mag gedra word nie.</p>
<p>10. 10.1 10.1.1 10.1.2  10.1.3 10.2 10.2.1 10.2.2 10.2.3</p>	<p><b>KLASWISSELING, AANTREE EN OPENING</b> <b>Voor skool</b> As die klok lui, tree die leerlinge so gou moontlik aan. Met opening tree die leerlinge so gou moontlik aan by die plek wat aan die onderskeie groepe toegeken is. Die leerlinge neem hulle plekke in sonder om te praat. <b>Klaswisseling</b> Wissel links en stil na die volgende klas toe. Hou links tydens klaswisseling. Stap kortste roete. 5 minute wisseling toegelaat. Trappe: Hou links ten alle tye. Geen beweging verby Konferensiekamer toegelaat nie.</p>
<p>11. 11.1  11.2</p>	<p><b>ROOK</b> Leerlinge wat op die skoolterrein rook en wat betrap word, sal swaar gestraf word. Sluit elektroniese sigarette in. 1 -7 dae skorsing. Leerlinge mag ook nie buite die skoolterrein rook as hulle in skooldrag is nie.</p>

11.3	Leerlinge mag nie by of na enige skoolaktiwiteit of oefening - selfs in gewone klere - rook nie.
<b>12.</b>	<b>HANDBOEKE EN TOERUSTING</b>
12.1	Leerders mag nie handboeke deel nie.
12.2	Handboeke, toerusting en tasse mag nie in onderwysers se klasse gestoor word nie.
<b>13.</b>	<b>FIETSE, MOTORFIETSE EN MOTORS</b>
13.1	Daar mag nie met fietse binne die skoolterrein gery word nie.
13.2	Fietse moet in die fietsloods gebêre word waar dit tydens skoolure toegesluit sal word.
13.3	Geen leerling wat nie in besit van 'n lisensie is, mag skool toe kom met 'n motorfiets of motor nie.
13.4	Volgens departementele beleid en regspraak sal geen leerder toegelaat word om sy/haar voertuig op die skoolterrein te parkeer nie.
<b>14.</b>	<b>VOORKOMS EN OPTREDE VAN LEERLINGE BUITE SKOOL VERBAND</b>
14.1	Skoolreëls is nog steeds van toepassing op leerlinge buite skoolverband.
14.2	Leerlinge se optrede en gedrag buite skoolverband moet ten alle tye so wees dat hulle 'n positiewe beeld van die skool sal uitdra.
<b>15.</b>	<b>AFWESIGHEDE EN AFSPRAKE</b>
15.1(i)	'n Leerling wat weens siekte of enige ander rede afwesig was, moet die volgende dag 'n brief van haar/sy ouers skool toe bring en vir die betrokke registeronderwyser gee. Ouers kan 'n e-pos stuur met die rede vir afwesigheid aan Me. C. Swart by <a href="mailto:Carike.Swart@gerries.co.za">Carike.Swart@gerries.co.za</a> .
15.1(ii)	Indien 'n leerder afwesig was van 'n toets of eksamen moet 'n doktersbrief die volgende dag by die registeronderwyser ingehandig word.
15.2	As 'n leerling meer as drie (3) dae aaneenlopend afwesig was, moet 'n doktersertifikaat by die skool ingehandig word.
15.3	Indien 'n leerder sonder kennisgewing 10 dae, aaneenlopend, afwesig is van die skool word hy/sy volgens departementele voorskrif gederegistreer.
15.4	Afsprake by tandartse en dokters moet vir ná skool gereël word.
15.5	As 'n leerling tydens skool 'n dokter of tandarts moet besoek, moet 'n bewys van die besoek skool toe gebring word.
15.6	Volgens departementele beleid mag sleg wettige ouers/voogde leerlinge by skool uitteken en kom afhaal. Sien uittekenbeleid.
15.7	Herhaaldelike en/of gereelde afwesigheid sonder wettige verskoning sal by die Skoolbeheerliggaam sowel as by die maatskaplike dienste van die Departement van onderwys aangemeld word vir ondersoek.
15.8	Swangerskappe moet by die Distrik en maatskaplike dienste aangemeld word.
<b>16.</b>	<b>ALGEMEEN</b>
16.1	Geen leerling mag die skoolterrein sonder toestemming verlaat nie.
16.2	Tasse, boeke en klere mag nie weggesteek word nie.
16.3	Enige beserings op skoolterrein MOET dadelik gerapporteer word by die kantoor. Dit word in die INSIDENTEBOEK aangeteken.
16.4	Wangedrag tydens skoolfunksies, sportbyeenkomste en busritte sal swaar gestraf word.

16.5	Voetgangers en fietsryers mag die pad slegs by amptelike oorgange kruis.
16.6	Bakleiery, afdreiging en boelie word ten strengste verbied.
16.7	Gevaarlike speletjies, klipgooiery, skiet met rekkies of blaaspypies word ten strengste verbied
16.8	
16.8.1	Die skool het 'n geen selfoonbeleid. Geen selfone/tablette mag tydens skoolure aangeskakel wees óf gebruik word óf sigbaar wees nie. Sien selfoonbeleid aangeheg.
16.8.2	Neem kennis dat die skool geen verantwoordelikheid neem vir diefstal van selfone/tablette/oorfone of enige elektroniese aparate nie. Diefstal van selfone/tablette/oorfone of enige elektroniese aparate sal nie deur die skool ondersoek word nie. Ouers kan self 'n saak by SAPD aanmeld.
16.8.3	Geen “boombox” word op skoolterrein toegelaat nie. Sal gekonfiskeer word. Sien R46.
16.9	Geen stampery of speletjies mag op die stoepe plaasvind nie.
16.10	Busstoor, fietsloods, parkeerterrein en woonkwartiere van algemene assistente is verbode gebied. <b>ALLE PAVILJOENE.</b>
16.11	Betonstroke voor die Hoof, Adjunkhoofde en tiksters se kantore is verbode gebied.
16.12	Indien handboek verloor, <b><u>moet dit binne twee weke vervang word of moet R350 betaal per boek.</u></b>
16.13	Die volgende is ten alle tye verbode: Plofbare, brandbare, vlambare gevaarlike stowwe of middels soos klappers of vuurwerke. Die inhoud van spuitkannetjies (deodorant) mag nie aan die brand gesteeek word nie.
16.14	Geen gevaarlike wapens, messe, sakmesse, matmesse, skroewedraaiers, pepersproei, “tazers” of enige ander potensieel gevaarlike skerp voorwerpe word toegelaat nie. Sien verklaarklousule.
16.15	Geen vuurwapens, ammunisie of speelgoedvuurwapens/ander wapens toegelaat nie.
16.16	Geen afleweringdienste toelaatbaar, insluitende wegneemetes.
<b>17.</b>	<b>DRANK/DWELMS</b>
17.1	Summiere skorsing uit die skool volg wanneer 'n leerling hom/haar skuldig maak aan die volgende: <ul style="list-style-type: none"> <li>- Inbring en/of gebruik van alkoholiese drank op die skoolterrein.</li> <li>- Inbring en/of gebruik van dwelms / sintetiese dwelms op die skoolterrein.</li> <li>- Alkoholiese drank / dwelms gebruik het en daarna die skoolterrein onder die invloed betree.</li> <li>- GEEN 0% alkoholiese drank word op die skoolterrein toegelaat nie.</li> </ul>
17.2.1	Volgens departementele beleid sal enige leerder getoets word vir dwelms indien daar 'n sterk vermoede bestaan dat die leerder verbode middels gebruik.
17.2.2	Die ouer se toestemming om te toets word nie benodig nie (volgens departementele beleid) indien voorgeskrewe prosedure gevolg word.
17.2.3	Onkoste vir dwelmtoets is vir die ouer se rekening.
17.2.4	Indien positief getoets word vir 'n dwelm / verbode middel sal die Dissiplinêre Beampte 'n datum bepaal vir 'n hertoets. Indien positief vir 'n tweede keer, sal dissiplinêre stappe volg. Aanmelding by SAPD en Distrik.
17.2.5	Indien in besit van enige verbode middel, sal dissiplinêre stappe volg.

18.	
18.1	Indien 'n leerling tydelik geskors of op 'n afkoelperiode is, mag hy/sy geen skoolfunksie bywoon of aan skoolsport deelneem nie.
18.2	Tydens skorsing- of afkoelperiode: Leerders kom met skoolklere en meld aan by die dissiplinêre kantoor. Leerders skryf toetse tydens toetsperiodes. Daarna gaan hulle direk huis toe.
19.	
19.1	Geen onweloweglike of ongewenste <b>beeldmateriaal</b> van enige aard mag opgeneem of elektronies of andersins versprei word, deur middel van selfone, rekenaars, ipad, harde kopie of enige ander metodes nie.
19.2	Geen onderwyser of mede-leerders mag sonder hulle toestemming afgeneem en/of opgeneem word nie, om watter rede ookal.
19.3	Insidente met onderwysers wat onwettig afgeneem en/of opgeneem word en waarmee die skool gedreig word: Saak sal onmiddelik by SAPD aangemeld word deur 'n klag van <i>crimen injuria</i> .
19.4	Geen bakleierey tussen leerlinge mag afgeneem en versprei word nie. Dissiplinêre aksies sal volg.
20.	Die skool se beeld, personeellede of leerlinge mag nie skade aangerig word deur enige geskrewe of mondelinge vorm, hetsy deur sosiale webwerwe, Facebook, Twitter, Instagram, WhatsApp of enige ander elektroniese/sosiale of ander medium nie. Saak sal by SAPD geopen word.
21.	<b>Kuberafknoery/boelie</b> deur middel van sosiale netwerke sal nie toegelaat word nie. <b>Ouers is verantwoordelik vir eie kind se gebruik van sosiale media.</b>
22.	<b>VEILIGHEID VAN LEERLINGE</b>
22.1	Let wel: Om die veiligheid van leerders te verseker mag geen leerder Maandae tot Donderdae na 15h00 en Vrydae 14h30 buite die skoolterrein rondsloer nie. Leerders moet binne die skoolterrein by die sekuriteit wag vir hulle vervoer. Neem kennis dat die skool geen verantwoordelikheid aanvaar vir leerders wat weier om saam te werk nie.
22.2	Na afloop van buitemuurse aktiwiteite is die skool verantwoordelik vir u kind se veiligheid tot 'n maksimum van <b>30 minute na afloop van die aktiwiteit</b> . Dit geld slegs indien die leerling binne die skoolterrein wag.
22.3	Indien leerlinge tydens byeenkomste/aktiwiteite die skoolterrein verlaat, kan die skool nie aanspreeklik gehou word nie.
22.4	Ná afloop van wegbyeenkomste sal daar ná aankoms by die skool slegs 30 minute toesig wees. Daarna sal u kind by die SAPD-kantoor in Ben Viljoenstraat afgehaal kan word.
23.	<b>TAALBELEID</b> Tydens onderrig mag slegs Afrikaans of Engels gepraat word.
24.	<b>LASTER</b> Waar die skool en/of personeel belaster word, sal regstappe teen ouer /voogde en/of hulle kinders ingestel word.
25.	<b>BUIE-KURRIKULÊRE AKTIWITEITE</b> Deelname aan buite-kurrikulêre aktiwiteite bly 'n voorreg en nie 'n reg nie. 'n Leerder mag op grond van sy/haar gedrag geweier word om deel te neem aan sulke aktiwiteite.

<p>26. 26.1 26.2 26.3</p>	<p><b>SNOEPIE</b></p> <p>Alle kosbestellings moet voor skool of tydens eerste pouse gemaak word. Geen nuwe kosbestellings sal tydens tweede pouse gemaak word nie.</p> <p>Geen verkope sal geskied na die klok vir die einde van pouse gelui het nie. Aankope by snoepie moet vroegtydig gemaak word sodat leerders betyds sal wees vir klas na pouse.</p> <p>Enige ontwrigting by snoepie word gesien as kollektiewe ontwrigting en kan lei tot skorsing.</p>
<p>27 27.1 27.2</p>	<p><b>VERKLAAR MEDIKASIE OF WAPEN</b></p> <p>Enige leerder wat medikasie skool toe bring, moet dit onmiddellik by die kantoor aanmeld en ingehandig. Dit sluit alle voorskryf- en skedulemedikasie in. Die medikasie moet duidelik gemerk wees en vergesel word deur 'n geldige afskrif van die voorskryf. Versuim om die medikasie behoorlik te verklaar of om die nodige dokumentasie te voorsien, sal tot dissiplinêre optrede lei soos uiteengesit in reël R42 van die merietestelsel. Personeel mag nie medikasie aan leerders toedien nie.</p> <p>Enige leerder wat 'n wapen of 'n voorwerp wat as 'n wapen beskou kan word vir veiligheid doeleindes dra of in sy/haar besit het, moet dit by die dissiplinêre kantoor verklaar en ingehandig totdat die skooldag verby is. Geen leerder mag sodanige voorwerp sonder voorafverklaring op die skoolterrein hou nie. Versuim om die wapen te verklaar en by die dissiplinêre kantoor in te handig, sal as 'n ernstige oortreding beskou word en ingevolge R45 van die skool se merietestelsel hanteer word.</p>
<p>28</p>	<p><b>GEEN OPENBARE VOORSTELLE</b></p> <p><b>Geen openbare voorstelle</b> – bv. Matriekafskeid / Valentynsdag – word toegelaat nie. Dit sal as 'n massa aanhitsing beskou word en sal die maksimum straf ingevolge die skool se gedragskode en dissiplinêre stelsel ontvang.</p>



Successful and unsuccessful people do not vary greatly in their abilities. They vary in their desires to reach their potential. – *John Maxwell*

# LEERDERS LAAT KOM PROSEDURE



## 1. Aankomstyd

- Leerders moet **teen 07:25** reeds **binne die skoolterrein** wees.
- 'n **Grasietydperk van 10 minute** word toegestaan (tot **07:35**).
- Ná 07:35 word alle leerders as **laat** gemerk.

## 2. Geldige Verskonings

- Indien 'n leerder laat arriveer **met 'n geldige verskoning**, moet die **ouer/voog die leerder persoonlik by die hek vergesel** en die verskoning aan die personeellid by die hek deurgee.

## 3. Administrasie van Laatkom

Alle leerders wat laat is, volg die onderstaande proses **ongegag die rede**, tensy 'n geldige verskoning deur die ouer/voog voorsien word:

1. Die leerder vul 'n **demeritetrokie (-0 punte)** in by sekuriteit.
2. Leerder voltooi die **laatkomregister** by die hek.
3. Die **graadhoof of voog aan diens** bly by die hek, om toe te sien dat alle inligting, **korrek en volledig** ingevul word.
4. Elke laat leerder ontvang 'n **laatkomstrokie** wat by **registerklas ingehandig** moet word.
  - **Indien 'n leerder nie so 'n strokie het nie**, word dit aanvaar dat die leerder **nie laat vir skool was nie**, en enige laatkom by registerklas moet dan **in registerklas gedemiteer** word.

## 4. Toegangskaarte

- Alle leerders **MOET** hul **toegangskaart** toon om die terrein te betree.
- Leerders sonder 'n kaart word nie toegelaat om die hek te gebruik totdat die leerder geverifieer is nie.

## 5. Rekordhouding

- Sekuriteit neem die voltooide laatkomregister daagliks na **kantoor**, wat die oortreding **op die stelsel registreer**.

## 6. Herhaaldelike Laatkom (3 keer of meer)

- Indien 'n leerder **drie keer** laat is **sonder geldige verskoning**, word dit as 'n **herhaaldelike Skedule 1-oortreding** beskou, soos uiteengesit in die gedragskode.
- Die leerder ontvang dan 'n **1-dag skorsing**.

## 7. Verdere Optrede

- Indien die gedrag voortduur, sal die aangeleentheid volgens die **Skedule 2-proses** opgevolg word en ouers vir 'n formele gesprek uitgenooi word.

# SELFOON BELEID



(Opgedateer 2025)

As deel van ons voortdurende verbintenis om 'n veilige, gedissiplineerde en positiewe leeromgewing te bied, sal die skool 'n **streng geen selfoon beleid** vir leerders gedurende skoolure implementeer.

## **Waarom hierdie besluit?**

Die gebruik van selfone by die skool het toenemende uitdagings veroorsaak, insluitend:

- Kuberteistering
- Selfoondiefstal
- Eksamen-oortredings
- Leerders wat in die klas en tydens pouses afgelei word

Ons wil ons leerders ook aanmoedig om weer **van aangesig-tot-aangesig met mekaar te kommunikeer** en sinvolle sosiale interaksie gedurende pouses te hê.

## **Wat behels die nuwe beleid?**

- Vanaf **07:25 (wanneer die skoolklok lui)** tot aan die einde van die skooldag, sal die skool 'n **volledige selfoonlyse sone** wees.
- Dit sluit in **alle toestelle wat aan 'n selfoon koppel**, soos oorfone, oordopjies, slimhorlosies en soortgelyke toestelle.
- Leerders **mag hul selfone skool toe bring** vir reëliger rondom vervoer **voor en ná skool**.
- Sodra leerders die skoolterrein betree, moet selfone **heeltemal afgeskakel** wees – nie op stil of vibreer nie.
- Selfone mag **glad nie gebruik word nie** in die klas, tydens pouses of tussen periodes.
- Skoolwerk en kennisgewings sal steeds via WhatsApp-groepe gedeel word, wat leerders **voor of ná skool by die huis** kan raadpleeg.

## **Noodgevalle**

- Indien 'n leerder 'n ouer/voog dringend gedurende die skooldag moet kontak, moet hulle by die **skoolkantoor aanmeld**, waar die kantoor se telefoon beskikbaar gestel sal word.
- Ouers word vriendelik versoek om **nie direk met leerders gedurende skoolure kontak te maak nie**. Indien daar 'n dringende saak is, kontak asseblief die **skoolkantoor**.

## Gevolge van nie-nakoming

- Indien 'n leerder met 'n selfoon of gekoppelde toestel gedurende skoolure betrap word, sal dit **onmiddellik gekonfiskeer** word.
- Die leerder sal ook **demeriete ontvang, soos bepaal in die skool se Gedragskode**.
- Die selfoon sal aan die leerder **ná skool** teruggegee word.
- **Herhaalde oortredings** sal eskaleer tot 'n **Skedule 2-oortreding**, en die leerder sal **geskors word** volgens die Gedragskode.

## Saamwerk

Ons glo hierdie beleid sal help om 'n gesonder balans in ons leerders se skoollewe te herstel, negatiewe invloede te verminder en fokus en welstand te verbeter. Met u ondersteuning is ons oortuig dat hierdie verandering 'n blywende positiewe impak op ons skoolgemeenskap sal hê.



'n Mens hoef nie 'n ander ou se lig dood te blaas om jou eie lig te laat skyn nie.- *Bernard M. Baruch*

## **SCHOOL RULES**

**Management reserves the right to amend the school rules during a school year if deemed necessary. Parents will receive a written notice to this effect.**

We hope that all pupils of Gerrit Maritz will help us to maintain the school rules. A positive experience of rules leads to a positive approach towards school work and all other school activities. School rules serve the purpose to develop a positive attitude towards rules, thereby accepting that rules are necessary too.

<b>1</b>	<p><b>SCHOOL HOURS/ACCESS</b></p> <p>At 07:25 all pupils line up in the quadrangle, in their respective grades and register classes. The Gerrie forum will maintain discipline during assembly. All pupils have to attend assembly. Pupils who are late must report at assembly. The school closes at 14:30 from Mondays to Thursdays and at 14:00 on Fridays. The school gates are locked at 07:30. Admission to the school can only be obtained when the parent/guardian contacts the school and requests admission. At the beginning of a new year, all learners will receive a student card that will serve as an access card. Learners are obligated to carry the student card around their neck at all times. No learner will be able to access the school ground without his/her student card. If a learner's student card is lost, the learner/parent must replace the student card @ R50 at the office. If a student card becomes damaged, the damaged card must be replaced @ R20 at the office. The damaged card must be handed in at the office.</p>
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<b>2</b>	<p><b>PLAY AND RECREATIONAL AREAS</b></p> <p>Play and recreational areas before school and during breaks will be defined. No dangerous games are allowed. <b><u>Playing with hard balls (cricket, softball and golf) or any hard object is prohibited before school and during breaks. No contact sports (scrumming, wrestling, rugby, soccer etc.) during breaks, before and after school are allowed.</u></b> Pushing and fighting are not allowed.</p> <p><b><u>Prohibited Areas (before and during break):</u></b></p> <ul style="list-style-type: none"><li>• The cement slabs behind the deputy principals' and secretaries' office and the cement slab in front of the principals' office.</li><li>• Area east of the administration building and hall i.e. east of the water channel, staff parking and all the temporary classes (T1-T12).</li><li>• Area west of the main building i.e. west of the water channel, technical classes, temporary classes (T18-T24), shooting range, bicycle shed, Chris du Plooy hall, living quarters of the maintenance staff, A17, A22, A24, A25.</li><li>• Stairs and corridors of the main building. Learners are not allowed in classes or on corridors during break. Learners may not pass from one class to another in front of the conference room.</li><li>• The hockeyfields, netball-, basketball- and tennis courts, the B and C-rugby fields, the scoreboard and lapa and the Chris du Plooy hall.</li><li>• The N classes as well as the H classes.</li><li>• The OPEN pavilion. The MAIN pavilions' wooden stairs. Learners may sit on the cement stairs of the main pavilion for shade. NOTE: BOYS may only PLAY on the A-rugby field (no sitting or standing in groups).</li></ul>
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<p><b>3</b></p> <p>3.1</p> <p>3.1.1</p> <p>3.1.2</p> <p>3.1.3</p> <p>3.1.4</p> <p>3.1.5</p> <p>3.1.6</p> <p>3.1.7</p> <p>3.1.8</p> <p>3.1.9</p> <p>3.1.10</p> <p>3.1.11</p>	<p><b>SCHOOL UNIFORM</b></p> <p><b>General</b></p> <p><b>Shoes</b> Black round toe, lace up (black) school shoes, without coloured inserts, no buckles, and neither boots nor slip-on shoes. Shoes with very thick soles will not be allowed. (Maximum 25mm) No pointed, suede, moccasins, patent or shiny leather shoes. Girls, however, may wear shoes with straps. (No big buckles. No fashion, ballet type or pump shoes).</p> <p><b>Uniform for cold days</b> When cold, a school jersey, black school blazer or official Gerrie jacket may be worn.</p> <p><b>Provincial or national colours</b> On Fridays pupils who have obtained provincial or national colours, may wear their blazers or tracksuit tops. First team dress - on Friday in season. First team jackets on Fridays throughout the year.</p> <p><b>Belts</b> Boys must wear black belts with their trousers - no fashion buckles or clinch nails will be allowed.</p> <p><b>Uniform during sport meetings</b> During school sport meetings only the school uniform or school sports wear may be worn.</p> <p>Only black school scarves are allowed, which are available at sCool Stuff. They may only be worn in winter. <b>No beanies</b> are permitted.</p> <p><b>No ordinary clothes</b>, caps, bonnets, hats, towels or blankets may be worn with the school uniform or after school in public. The official school cap may only be worn after school hours.</p> <p><b>Gerrie Wear</b> Gerrie golf shirt with either a school tracksuit pants or a black Gerrie shorts (available from suppliers). Proper sport shoes worn with white, black or grey socks. NO "Flip flops".</p> <p><b>No names</b> are allowed to be embroidered at the back of any item of clothing (for example jackets, jerseys and beanies). Only learner's first name may be embroidered on the right chest of the uniform. Embroidery can be done by Engela Swing (012) 546 5584 or Silver Cross, (012) 546 6525.</p> <p><b>Sunglasses</b> not permissible with school uniform.</p> <p><b>No</b> white or any other colour "secret socks" may be worn with the school uniform.</p>
<p><b>4.</b></p> <p>4.1</p> <p>4.2</p>	<p><b>SCHOOL UNIFORM - GIRLS</b></p> <p><b>Summer Wear</b> <b>White girl's school shirt</b> (no boy's short sleeved shirts) with or without school emblem and grey 6-panel school skirt or grey girls slacks, grey socks with school colours and black shoes. Long, thick grey stockings and bobby socks are also allowed. <b>Skirts may not be adjusted for a slimmer fit and a black "ski-pants" is compulsory under all skirts.</b> Camisole or vest may not be visible under school shirt.</p> <p><b>Winter Wear</b> White long-sleeved school shirt or three-quarter-sleeved shirt with grey 6-panel skirt or grey girls slacks, school tie, grey bobby socks and black school shoes. Thicker grey pantyhose (78 Dexitex) is optional. NOT ordinary nylon pantyhose. Black "ski-pants" is compulsory under all skirts. Girls are not allowed to wear boys school trousers.</p>
<p><b>5.</b></p> <p>5.1</p>	<p><b>SCHOOL UNIFORM - BOYS</b></p> <p><b>Summer Wear</b> <b>White, short-sleeved school shirt</b> (with or without school emblem), grey shorts or grey trousers with a black belt, long grey school bobby socks and black school shoes. <b>Top button must be open</b> when not wearing a tie. If the learner wears a <b>white long-sleeved school shirt</b> in the summer, the learner must also wear a school tie. <b>Only white T-shirt</b> may be worn under school shirt. School bobby socks must be worn with a short. <b>NO civilian dress/ clothes</b> may be worn under school uniform. <b>NO "skinny" tapered, black denim, chino's, lycra, tailored or tight fitted pants may be worn.</b> Wrong pants will be confiscated and only be returned at the end of the academic year.</p>

5.2	<p><b><u>Winter Wear</u></b>  White, long-sleeved school shirt with school tie or white short-sleeved shirt with school tie, grey school trousers with a black belt, long grey school bobby socks and black school shoes. A white vest may be worn under school shirt only during winter. <b>NO civilian dress/ clothes</b> may be worn under school uniform. <b>NO “skinny” tapered, black denim, chino's, lycra, tailored or tight fitted pants may be worn.</b> Wrong pants will be confiscated and only be returned at the end of the academic year.</p>
6 6.1  6.2	<p><b>SCHOOL UNIFORM FOR GRADE 12 LEARNERS</b></p> <p><b><u>Girls</u></b>  Black school 6-panel skirt or black girls slacks (no stretch pants), white long-sleeved school shirt with school tie in winter, pantyhose (Blackmail) with school shoes. Patent leather shoes with decorations are not allowed. Thick black pantyhose (78 Decitex) is allowed when wearing the black school skirt. <b>Skirts may not be adjusted for a slimmer fit</b> and a black “ski-pants” is compulsory under all skirts. NO black denims. Short black socks with white and red stripes or black school bobby socks may be worn.</p> <p><b><u>Boys</u></b>  Black school trousers with white school shirt and school tie in winter, black school shoes and black socks without emblems or pictures. NO civilian dress/ clothes may be worn under school uniform. <b>NO “skinny” tapered, black denim, chino's, lycra, tailored or tight fitted pants may be worn.</b> Wrong pants will be confiscated and only be returned at the end of the academic year.</p>
7 7.1 7.1.1 7.1.2  7.1.3  7.1.4  7.1.5  7.1.6	<p><b>GENERAL RULES REGARDING PERSONAL APPEARANCE</b></p> <p><b><u>Girls</u></b></p> <p>7.1.1 No make-up, foundation or false eyelashes are allowed.</p> <p>7.1.2 Hair that hangs over the shirt's collar must be fastened. Fringes may not reach the eyebrows. Long hair may not be worn loose and must be plaited or fastened at the back. Hair must be fastened in such a way that no strings hang in the face. Only ordinary ribbon (maximum 2cm, in only one colour) or ordinary elastic band may be used to tie the hair. The elastic and ribbon may only be in plain school colours. Ordinary combs, Alice bands and clips as well as bigger slides or grips of medium size in black and brown are allowed. No bandanas, scarves or beads may be worn in or around the hair. <b>No hair doughnut may be worn on top of the head.</b></p> <p>7.1.3 No jewelry except watches and small earrings in the form of gold, silver, pearl or diamond studs not larger than 4mm in diameter or sleepers only gold or silver, plain with no patterns or pictures, not larger than 30mm, 1.5mm thick and 12mm in diameter are allowed. Only one earring per ear is allowed, worn in the lower hole. Chains, rings or bracelets are not allowed.</p> <p>7.1.4 Nails must be neat and short. Only colourless nail polish is allowed. (No pearly colour or French manicure). No acrylic/gel nails.</p> <p>7.1.5 Length of skirts: 10cm above the knee, measured in a standing position from the <b>front AND the back.</b></p> <p>7.1.6 Correct underwear must be worn. It should not be visible through the school shirt.</p>
8 8.1 8.1.1  8.1.2 8.1.3	<p><b>GENERAL RULES REGARDING PERSONAL APPEARANCE</b></p> <p><b><u>Boys</u></b></p> <p>8.1.1 When combed down, hair may not touch the ears; eyebrows, and the shirt collar. Hair must be cut short and neat. Side-burns may not be lower than the ear-hole and must be cut short. <b><u>Must be clean shaven daily with no moustaches.</u></b> NO GEL.</p> <p>8.1.2 No hair elastic band is allowed for boys nor a “tail” in the neck.</p> <p>8.1.3 Hair length on top of the head may not exceed 4cm and a minimum of 1cm on either side of the head is allowed.</p>

<p>8.1.4 8.1.5</p>	<ul style="list-style-type: none"> <li>- No “V” shape may be cut, including “Mohawk-variant” styles;</li> <li>- No lines or patterns may be cut into the hairstyle;</li> <li>- Dreadlocks may not exceed 4cm in length;</li> <li>- “Comb over” styles may not reach the ear;</li> <li>- No strands, man buns or any attachments;</li> <li>- No fashion tendencies developing during the year is allowed.</li> <li>- No artificial hair extensions.</li> </ul> <p>No rings, earrings, bracelets, nose rings, tongue rings or necklaces will be allowed.</p> <p>Nails must be short and neat - including pinky nails. No nail polish.</p>
<p>9. 9.1 9.2 9.3 9.4 9.5 9.6 9.7 9.8</p>	<p><b>9. GENERAL RULES FOR BOYS AND GIRLS</b></p> <p>No “undercuts” will be allowed.</p> <p>Hair must always be a natural colour. No obvious high-lights are allowed. NO GEL.</p> <p>No learners may have visible tattoos. <b>Tattoos must be covered with clothing at all times.</b></p> <p>No other studs or rings other than earrings for girls, are allowed.</p> <p>Hair may not be brushed upwards to give “blow-up” appearance.</p> <p>Natural look. No coloured hair, coloured braids or any hair extensions. Braids may not exceed 1cm in thickness.</p> <p>Eyebrows may not be tinted/coloured.</p> <p>No big fashion watches are allowed.</p>
<p>10. 10.1 10.1.1 10.1.2 10.1.3 10.2 10.2.1 10.2.2 10.2.3</p>	<p><b>10. CHANGING CLASSES, LINING UP AND ASSEMBLY</b></p> <p><b>10.1 Before school</b></p> <p>When the bell rings, pupils line up immediately.</p> <p>Pupils line up in grades and register classes in their allocated places.</p> <p>Pupils assemble in their relative locations briskly and silently.</p> <p><b>10.2 Changing classes</b></p> <p>Walk briskly and quietly when moving from classroom to classroom. Keep left. 5 Minutes allowed for changing. Walk the shortest route to class.</p> <p>Staircases: Keep left at all times.</p> <p>No passing by the Conference room will be allowed.</p>
<p>11. 11.1 11.2 11.3</p>	<p><b>11. SMOKING</b></p> <p>Pupils who smoke or who are caught with cigarettes, including electronic cigarettes, in their possession will be severely punished. 1 -7 Days Suspension.</p> <p>No pupil is allowed to smoke in public whilst in uniform.</p> <p>No smoking is allowed at or after any school activity or practice - not even in civilian wear.</p>
<p>12. 12.1 12.2</p>	<p><b>12. TEXTBOOKS AND EQUIPMENT</b></p> <p>Learners are not allowed to share textbooks.</p> <p>Textbooks, equipment and schoolbags may not be left in teachers' classrooms.</p>
<p>13. 13.1 13.2 13.3 13.4</p>	<p><b>13. BICYCLES, MOTORBIKES AND CARS</b></p> <p>NO riding of bicycles is permitted on the school premises.</p> <p>Bicycles must be placed in the bicycle shed, which will be locked during school hours.</p> <p>Learners not in possession of the relevant licenses may not come to school driving a car or riding a motorbike.</p> <p>According to departmental policy and legal liability, no learner will be allowed to park his/her vehicle on the school premises.</p>

<p>14.</p> <p>14.1</p> <p>14.2</p>	<p><b>APPEARANCE AND BEHAVIOUR OF LEARNERS AFTER SCHOOL OR OFF THE SCHOOL PREMISES</b></p> <p>All school rules apply to all learners at all times.</p> <p>The appearance and behaviour of learners must always reflect a positive attitude towards the school, in or out of school.</p>
<p>15.</p> <p>15.1(i)</p> <p>15.1(ii)</p> <p>15.2</p> <p>15.3</p> <p>15.4</p> <p>15.5</p> <p>15.6</p> <p>15.7</p> <p>15.8</p>	<p><b>ABSENTEEISM AND APPOINTMENTS</b></p> <p>Pupils must present a note of absence form their parent/guardian to their register teacher following the day of absence from school. Parents can send an email with the reason for absence to Ms. C. Swart at Carike.Swart@gerries.co.za.</p> <p>If a test/exam paper was not written, a doctor's letter must be handed in at the pupil's register teacher the following day.</p> <p>If a pupil has been absent for three or more consecutive days, a medical certificate must be presented.</p> <p>Should a learner be absent without notice for 10 consecutive days, he/she will be deregistered in accordance with departmental regulations.</p> <p>Dental and doctor's appointments must be arranged for after school.</p> <p>If no alternative, but to visit a doctor or dentist during school hours, proof of such a consultation must be presented to the school by the learner.</p> <p>In terms of departmental policy, only legal parents/guardians may sign out their children from the school. See Sign-out policy.</p> <p>Repeated and/or frequent absence without a valid excuse will be reported to the School Governing Body as well as to the Department of Education's social services for investigation.</p> <p>Learner pregnancies must be reported to the District Office and social services.</p>
<p>16.</p> <p>16.1</p> <p>16.2</p> <p>16.3</p> <p>16.4</p> <p>16.5</p> <p>16.6</p> <p>16.7</p> <p>16.8</p> <p>16.8.1</p> <p>16.8.2</p> <p>16.8.3</p> <p>16.9</p> <p>16.10</p> <p>16.11</p>	<p><b>GENERAL</b></p> <p>No learner will be allowed to leave the school grounds without permission.</p> <p>Hiding other pupil's possessions such as school bag, books or clothes, will not be tolerated.</p> <p>An injury at school MUST immediately be reported at the office. It is noted in the INCIDENT register.</p> <p>Pupils found guilty of misconduct during school functions, sports meetings or when traveling by bus, will be punished severely.</p> <p>Pedestrians and cyclists must use the official crossings.</p> <p>Fighting, harassment and bullying are strictly forbidden.</p> <p>Dangerous games, stone throwing, shooting with elastic bands and pea shooters are strictly forbidden.</p> <p>The school has a no-cellphone policy. No cellphone/tablets may be switched on, used or visible during school hours. See attached the cellphone policy.</p> <p>Please note that the school accepts no responsibility for the theft of cellphones, tablets, earphones or any electronic devices. Theft of cellphones, tablets, earphones or any electronic devices will not be investigated by the school. Parents may report the matter to the SAPS.</p> <p>No boom boxes are allowed on the school premises - will be confiscated. See R46</p> <p>No jostling or games are allowed in the corridors.</p> <p>The following areas are out of bounds: the bus shed, bicycle shed, parking area, living quarters of the general assistants. <b>ALL PAVILIONS</b></p> <p>The concrete ledges, adjoining the Principal's, Deputy Principals' including the typists' office are also out of bounds areas.</p>

16.12	When a text book is lost, it <b>must be replaced within two weeks or R350 must be paid per book.</b>
16.13	The following are prohibited at all times: explosive, combustible, flammable materials or items such as crackers or fireworks. The contents of aerosol cans (deodorant) may not be set alight.
16.14	No dangerous weapons, knives, pocket knives, carpet cutters, screw drivers, pepper spray, tazers or any other potentially dangerous, sharp objects are allowed. See declaration clause.
16.15	No fire arms, ammunition or toy guns/other weapons are allowed.
16.16	No delivery service of any kind will be allowed (including take-away meals).
<b>17.</b>	<b>ALCOHOL AND DRUGS</b>
17.1	Immediate suspension from the school will follow if a learner is found guilty of the following: <ul style="list-style-type: none"> <li>- Bringing alcohol to/or using alcohol on the school premises.</li> <li>- Bringing drugs/artificial drugs to/or using drugs/artificial drugs on the school premises.</li> <li>- Having taken alcohol/used drugs and then entering the school premises under the influence.</li> <li>- NO 0% alcoholic beverages are allowed on the school premises.</li> </ul>
17.2.1	In accordance with departmental policy any learner will undergo a drug test in the event of a strong suspicion that the learner uses prohibited substances.
17.2.2	In terms of the departmental policy a parent's permission is not required for a learner to be tested, provided the prescribed procedures are adhered to.
17.2.3	Parents are liable for the cost of the drug test.
17.2.4	If tested positive for a drug/forbidden substance, the Disciplinary Officer will determine a date for a re-test.
17.2.5	If positive for the second time, disciplinary steps will follow. Report to SAPS and District. If in possession of any illegal substance, disciplinary steps will follow.
<b>18.</b>	
18.1	If a learner has been temporarily suspended or been sent on a cool-off period he/she may not attend school functions or participate in school sport.
18.2	During the suspension - or cooling-off period: Learners attend school in full school uniform and must report at the disciplinary office. Learners will write test during test period. Thereafter they leave the school premises immediately.
<b>19.</b>	
19.1	No improper or undesirable images of any kind may be taken electronically or by any other means and may not be distributed, be it by means of cell phones, computers, i-pads, hard copy or any other way.
19.2	No teacher or fellow learner may be photographed or recorded- for any reason whatsoever without their permission.
19.3	Incidents where teachers are photographed illegally and/or recorded and the school is then blackmailed with the pictures/and or recordings, will immediately be reported to the SAPS as a case of <i>crimen injuria</i> .
19.4	Fighting amongst learners may neither be photographed nor distributed. Disciplinary action will be taken.
<b>20.</b>	
	The school's image, staff or learners may not be tarnished in any written or verbal manner, be it through social media websites, Facebook, Twitter, WhatsApp, Instagram or any electronic/social or other medium. A case will be opened at SAPS.

21.	<p><b>Cyberbullying/bullying</b> by means of social networks will not be tolerated.  <b>Parents/guardians are responsible for their children's use of social media.</b></p>
<p><b>22.</b>  22.1  22.2  22.3  22.4</p>	<p><b>SAFETY OF LEARNERS</b></p> <p>To ensure the safety of learners, no learner may loiter outside the school premises after 15h00 from Monday to Thursday or after 14h30 on Fridays. Learners must wait within the school premises at the security for their transport. Note that the school takes no responsibility for learners who refuse to cooperate.</p> <p>Upon completion of extra-mural activities the school is responsible for the safety of your child up to a maximum of <b>30 minutes after the end of the activity</b>. This is only applicable when children remain within the school grounds.</p> <p>The school cannot be held responsible should learners leave the school premises during gatherings and activities.</p> <p>Following meetings held at other venues, upon return to the school there will be supervision for only 30 minutes. Thereafter your child can be collected at the SAPS office in Ben Viljoen Street.</p>
23.	<p><b>LANGUAGE POLICY</b>  During class only Afrikaans or English may be spoken.</p>
24.	<p><b>SLANDER/DEFAMATION</b>  Legal steps will be taken against individuals who slander/defame the school and/or the staff.</p>
25.	<p><b>EXTRACURRICULAR ACTIVITIES</b></p> <p>Participation in extracurricular activities remains a privilege and not a right. A learner may be refused participation in such activities on the basis of his or her behaviour.</p>
<p><b>26.</b>  26.1  26.2  26.3</p>	<p><b>TUCK SHOP</b></p> <p>All food orders must be made before school or during first break. No new food orders will be placed during second break.</p> <p>No sales will take place after the bell has rung for the end of break. Purchases at the tuck shop must be made well in advance so that learners will be in time for class after break.</p> <p>Any disruption at the tuck shop is seen as collective disruption and may lead to suspension.</p>
<p>27.  27.1  27.2</p>	<p><b>DECLARE MEDICATION OR WEAPON</b></p> <p>Any learner who brings medication to school must report it to the office immediately and hand it in. This includes all prescription and scheduled medication. The medication must be clearly labelled and accompanied by a valid copy of the prescription. Failure to properly declare the medication or to provide the necessary documentation will result in disciplinary action as outlined in rule R42 of the merit system. Staff members may not administer medication to learners.</p> <p>Any learner who carries or is in possession of a weapon, or any object that can be regarded as a weapon for safety purposes, must declare it at the disciplinary office and hand it in until the end of the school day. No learner may keep such an object on the school premises without prior declaration. Failure to declare the weapon and hand it in at the disciplinary office will be regarded as a serious offence and will be dealt with in accordance with R45 of the school's merit system.</p>

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**NO PUBLIC PROPOSALS**

**No Public Proposals** – e.g Matric Farewell / Valentines Day is allowed. This will be seen as mass incitement and will receive the maximum punishment according to the school code of conduct and disciplinary system.

# LEARNER LATE ARRIVAL PROCEDURE



## 1. Arrival Time

Learners must already be inside the school grounds by **07:25**.  
A grace period of **10 minutes** is allowed (until **07:35**).  
After 07:35, all learners are marked as late.

## 2. Valid Excuses

If a learner arrives late **with a valid excuse**, the parent/guardian must accompany the learner to the gate and present the excuse to the staff member on duty.

## 3. Administration of Late Arrival

All learners who are late follow the process below **regardless of the reason**, unless a valid excuse is provided by the parent/guardian:

- The learner completes a **demerit slip (-0 points)** at security.
- The learner completes the **late register** at the gate.
- The grade head or supervising staff member on duty remains at the gate to ensure that all information is completed correctly and fully.
- Every late learner receives a **late slip** that must be handed in during register class.
- If a learner does not have such a slip, it is assumed that the learner was **not late for school**, and any late arriving to register class must then be demerited **in register class**.

## 4. Access Cards

All learners **MUST** present their **access card** to enter the school grounds.  
Learners without a card will not be allowed to use the gate until the learner has been verified.

## 5. Record Keeping

Security delivers the completed late register to the office daily, where the offence is recorded on the system.

## 6. Repeated Late Arrival (3 times or more)

If a learner is late **three times** without a valid excuse, this is regarded as a **repeated Schedule 1 offence**, as outlined in the Code of Conduct.  
The learner will then receive a **1-day suspension**.

## 7. Further Action

If the behaviour continues, the matter will be followed up according to the **Schedule 2 process**, and parents will be invited for a formal meeting.

# CELLPHONE POLICY



*(Updated 2025)*

As part of our ongoing commitment to providing a safe, disciplined, and positive learning environment, the school will be implementing a **strict no cell phone policy for learners** during school hours.

## **Why this decision?**

The use of cell phones at school has created growing challenges, including:

- Cyberbullying
- Cell phone theft
- Examination irregularities
- Learners being distracted in class and during breaks

We also want to encourage our learners to once again enjoy **face-to-face communication and meaningful social interaction** during break times.

## **What does the new policy mean?**

- From **07:25 (when the school bell rings)** until the end of the school day, our school will be a **complete cell phone-free zone**.
- This includes **all devices that connect to a phone**, such as earphones, ear pods, smart watches, and similar accessories.
- Learners **may bring their phones to school** for transport arrangements **before and after school only**.
- Once on school premises, phones must be **completely switched off** – not on silent or vibrate.
- Learners may **not use phones** during class, during breaks, or while moving between classes.
- Schoolwork and notices will continue to be shared via WhatsApp groups, which learners can access **before and after school** at home.

## **Emergencies**

- Should a learner need to contact a parent/guardian during the school day, they must report to the **school office**, where the office phone will be available for use.
- Parents are kindly requested to **refrain from contacting learners directly** during school hours. If there is an urgent matter, please call the **school office**.

## Consequences for non-compliance

- If a learner is found using a phone or connected device during school hours, it will be **confiscated immediately**.
- The learner will also receive **demerits, as stated in the school Code of Conduct**.
- The phone will be returned to the learner **after school**.
- **Repeated offences** will escalate to a **Schedule 2 offence**, and the learner will face **suspension** in line with the Code of Conduct.

## Working together

We believe this policy will help restore a healthier balance in our learners' school lives, reduce negative influences, and improve overall focus and well-being. With your support, we are confident that this change will have a lasting positive impact on our school community.



There are no shortcuts to any place worth going. –  
*Beverly Sills*

# **SKOOLASSESSERINGS- EN EKSAMENBELEID**

## **1. Doel van Assessering**

Hoërskool Gerrit Maritz handhaaf die integriteit, billikheid en geloofwaardigheid van alle assesserings volgens DBE- en GDE-voorskrifte. Alle prosedures volg die nasionale onreëlmatighedsregulasies (Bylae M) en die SAIC/DAIC/PEAIC/NEAIC-strukture.

## **2. Algemene Eksamenreëls**

### **2.1 Tasse, Boeke, Notas en Elektroniese Toestelle**

1. Alle tasse, skrifte, handboeke en notas word voor of agter in die eksamenlokaal geplaas voordat die eksamen begin.
2. Indien ruimte beperk is, kan tasse onder stoele geplaas word.
3. Geen tasse word in die saal toegelaat nie; Graad 12 se tasse kan in T12 gestoor word.
4. Geen fisiese notas van enige aard mag op die leerder, in sakke, klere, moue, skoene of op die lessenaar wees nie.
5. Leerders mag nie 'n selfoon of enige elektroniese toestel op hul persoon hê tydens 'n eksamen nie. Alle toestelle moet afgeskakel word en in die leerder se tas geplaas word, wat voor of agter in die lokaal gestoor word.
6. Geen formules of inligting mag op liniale, sakrekenaarhouers, besittings of op hande of arms geskryf wees nie.

### **2.2 Skryfbehoeftes**

1. Geen skryfbehoeftes, sakrekenaars, liniale of tekenapparaat mag uitgeleen of geleen word nie.
2. Slegs 'n blou pen mag vir skryfwerk gebruik word.
3. Potlood mag slegs vir sketse of diagramme gebruik word.
4. Tippex mag nie gebruik word nie.
5. Slegs 'n deurskynende skryfbehoeftesakkie mag gebruik word. Geen pennesakkies is toegelaat nie.

### **2.3 Gedrag Tydens die Eksamen**

1. Geen vorm van kommunikasie—verbaal of nie-verbaal—is tydens die eksamen toegelaat nie. Dit sluit praat, fluister, gebare, oogkontak, sein, briefies of enige gedrag in wat as kommunikasie geïnterpreteer kan word.
2. Leerders mag nie skuins sit of in die bank draai nie.
3. Leerders moet vir die volle duur van die eksamen stil en ordentlik bly sit.
4. Vir sessies of gedeeltes daarvan wanneer leerders nie skryf nie, moet hulle genoegsame studiemateriaal saambring om produktief besig te bly.

### **2.4 Sitplekke**

1. Leerders sit op hul alfabetiese sitplekke.
2. Geen uitruil van sitplekke word toegelaat nie.

### **2.5 Eet, Drink, Water en Badkamergebruik**

1. Leerders mag nie eet of kou nie.
2. Badkamergebruik word ontmoedig en slegs in uitsonderlike gevalle onder toesig toegelaat.

## **2.6 Verbode Items**

Die volgende items mag nie op die leerder se persoon wees nie en moet in die leerder se tas geplaas word, wat voor of agter in die lokaal gestoor word:

1. Fisiese notas van enige aard, insluitend los papier, gevoude notas, geskeurde bladsye, versteekte notas in klere of sakrekenaarhouers, of enige geskrewe materiaal wat nie deur die skool voorsien is nie.
2. Elektroniese toestelle soos selfone, geen horlosies, oorfone, "earbuds", tablette, fiksheidshorlosies of enige toestel wat inligting kan stoor of ontvang.
3. Voorwerpe met skryfwerk daarop, soos liniale of sakrekenaarhouers met notas, of skryfwerk op hande of arms.
4. Klanktoestelle, speelkaarte, speletjies, skaakstelle, tydskrifte of enige leesstof wat nie eksamenverwant is nie.
5. Enige item wat deur die SAIC as verbode bepaal word.  
Enige verbode item wat op die leerder se persoon gevind word, word as 'n onreëlmatigheid hanteer.

## **2.7 Vroeër Inhandig**

1. Geen leerder mag sy/haar vraestel vroeër inhandig of die lokaal vroeër verlaat nie.
2. Vroeër vertrek word slegs toegelaat indien dit deur die toesighouer goedgekeur word.
3. Hierdie reëls geld vir die skool se interne assesserings en eksamens. Waar nasionale (DBE/NSC) eksamens of provinsiale regulasies verskil (byvoorbeeld oor laat toelating of minimum skryfty), sal nasionale regulasies van toepassing wees.

## **3. Afwesigheid en Inhaalassesserings**

1. Die skool moet onmiddellik in kennis gestel word indien 'n leerder afwesig is.
2. 'n Mediese sertifikaat moet ingehandig word. Die mediese sertifikaat moet die datum en tyd van konsultasie aandui en bevestig dat die kandidaat deur die mediese praktisyn gesien en ondersoek is en medies nie in staat was om die assessering te skryf nie.
3. Afwesigheid sonder geldige rede lei tot 'n punt van 0 vir die taak.
4. Die gemiste taak of eksamen moet by die eerste beskikbare geleentheid ingehaal word.
5. Alle SBA-take is verpligtend. Onvoltooide SBA kan tot 'n "onvolledige" vak lei.
6. 'n Vraestel word nooit oorgeskryf nie en die klaskgemiddeld word nooit toegeken nie.
7. In die geval van 'n dood in die onmiddellike familie, moet die eksamen binne twee skooldae ná die begrafnis geskryf.

## **4. Onreëlmatighede**

### **4.1 Tydens eksamen of enige formele of beheerde assessering, in die geval van onreëlmatigheid:**

1. Die toesighouer neem die antwoordstel en enige ongeoorloofde materiaal in.
2. 'n Nuwe antwoordstel word uitgereik sonder ekstra tyd.
3. Die toesighouer skryf die tyd, beskrywing van die onreëlmatigheid en hul handtekening op die ingevorderde antwoordstel en skryf die tyd en teken ook die nuwe antwoordstel wat uitgereik word. Die oorspronklike antwoordstel moet ongeskonde ingehandig word en mag nie geskeur of verander word nie.
4. Die leerder skryf verder.
5. Die toesighouer dien 'n skriftelike verslag, saam met beide antwoordstelle en alle materiaal, by die dissiplinêre beampte in nadat die eksamen voltooi is.
6. Die leerder dien 'n beëdigde verklaring in wat die omstandighede beskryf, soos deur SAIC/DAIC-prosedures vereis word.
7. Die saak word na die SAIC verwys.
8. Enige leerder wat op enige wyse, verbaal of nie-verbaal, gekommunikeer het, word

aangemeld.

#### **4.2 SBA-, eksamen- of beheerde taak onreëlmatighede**

Voorbeelde sluit in: Kopiëring, plagiaat, indiening van werk wat nie deur die leerder gedoen is nie, hergebruik van werk, enige wangedrag tydens beheerde assesserings.

Moontlike gevolge:

- 0 vir die taak;
- Herdoen van die taak waar toepaslik; of
- 'n “Onvolledig”-uitslag vir die vak

#### **4.3 Eskaleringsstruktuur**

- School Assessment Integrity Committee (SAIC)
- District Assessment Integrity Committee (DAIC)
- Provincial Examination and Assessment Integrity Committee (PEAIC)
- National Examination and Assessment Integrity Committee (NEAIC)

#### **4.4 Leerderregte**

Leerders het die reg om:

- Van die bewering in kennis gestel te word
- 'n Skriftelike reaksie te gee
- Bewyse aan te bied
- Aangehoor te word
- Verteenwoordiging te hê

#### **5. Handboeke, Sakrekenaars en Administratiewe Aangeleenthede**

1. Handboeke moet in goeie toestand teruggee word.
2. Verlore handboeke moet teen koste vervang word.
3. Sakrekenaars moet ingehandig word wanneer vereis.
4. Administratiewe sake mag nie toegang tot 'n eksamenlokaal verhinder nie.
5. Die skool mag toepaslike administratiewe of dissiplinêre stappe neem vir uitstaande administratiewe verpligtinge.



Geen taak is te groot as jy dit in klein porsies opdeel nie. –  
*Henry Ford*

# **SCHOOL ASSESSMENT & EXAMINATION POLICY**

## **1. Purpose of Assessment**

Hoërskool Gerrit Maritz maintains the integrity, fairness, and credibility of all School-Based Assessment (SBA), tests, and examinations, in accordance with Department of Basic Education (DBE) and Gauteng Department of Education (GDE) regulations. All procedures follow national irregularities regulations (Annexure M) and SAIC/DAIC/PEAIC/NEAIC structures.

## **2. General Examination Rules**

### **2.1 Bags, Books, Notes, and Electronic Devices**

1. All bags, exercise books, textbooks, and notes must be placed at the front or back of the examination venue before the examination begins.
2. If space is insufficient, bags may be placed under chairs.
3. Bags are not allowed in the school hall; Grade 12 bags may be stored in T12.
4. No physical notes of any kind may be on the learner, in pockets, clothing, sleeves, shoes, or on the desk during the examination.
5. Learners may not have a cell phone or any electronic device on their person during an examination. All devices must be switched off and placed inside the learner's bag, which must be stored at the front or back of the examination venue.
6. No formulas or information may be written on stationery, rulers, calculator cases, or on hands or arms.

### **2.2 Stationery**

1. No borrowing or lending of stationery, calculators, or drawing equipment is permitted during the examination.
2. Only a blue pen may be used for writing.
3. A pencil may be used only for sketches or diagrams.
4. Tipp-Ex may not be used.
5. Only a transparent stationery bag may be used. No pencil cases are allowed.

### **2.3 Conduct During the Examination**

1. No communication of any kind, verbal or non-verbal, is permitted. This includes talking, whispering, gestures, eye contact, signalling, note-passing, or any behaviour that may be interpreted as communication.
2. Learners may not sit diagonally or turn around in their desks.
3. Learners must remain seated, quietly for the full duration of the examination.
4. For sessions or parts thereof when learners are not writing, learners must bring sufficient study material to remain productively occupied.

### **2.4 Seating**

1. Learners must sit in their allocated alphabetical seats.
2. No exchange of seats is allowed.

### **2.5 Eating, Drinking, Water, and Bathroom Use**

1. No eating or chewing gum is allowed in the examination venue.
2. Bathroom breaks are discouraged and allowed only in exceptional circumstances under supervision.

## **2.6 Prohibited Items**

The following items may not be on the learner's person during an examination and must be placed inside the learner's bag, stored at the front or back of the venue:

1. Physical notes of any kind, including loose pages, folded notes, torn pieces, hidden notes, notes inside clothing or calculator cases, or any written material not provided by the school.
2. Electronic devices, including cell phones, no watches, earbuds, earphones, tablets, fitness trackers, or any device capable of storing or receiving information.
3. Any object containing writing or information, including rulers or calculator cases with writing, or writing on hands or arms.
4. Sound devices, playing cards, games, chess sets, magazines, or non-exam reading materials.
5. Any item deemed prohibited by the SAIC.  
Any prohibited item on the learner's person will be treated as an irregularity.

## **2.7 Early Submission**

1. Learners may not submit their papers early or leave the venue early.
2. Early departure is allowed only if authorised by the invigilator.
3. These rules apply to the school's internal assessments and examinations. Where national (DBE/NSC) examinations or provincial regulations differ (for example, on late admission or minimum writing periods), national regulations will apply.

## **3. Absenteeism and Missed Assessments**

1. The school must be notified immediately if a learner is absent.
2. A medical certificate must be submitted. The medical certificate must state the date and time of consultation and confirm that the candidate was seen and examined by the medical practitioner and was medically unable to write the assessment.
3. Absence without a valid reason, result in a mark of 0 for the task.
4. Missed tasks must be completed at the earliest opportunity.
5. All SBA tasks are compulsory. Incomplete SBA may result in an "incomplete" subject result.
6. Examination papers are never rewritten, and class averages are never awarded.
7. In the case of a death in the immediate family, the examination must be written within two school days after the funeral.

## **4. Irregularities**

### **4.1 During an examination or any formal or controlled assessment, in the event of an irregularity:**

1. The invigilator confiscates the answer script and any unauthorised material.
2. A new answer script is issued. No extra time is granted.
3. The invigilator writes the time, description of the irregularity, and their signature on the confiscated answer script and writes the time and signs the new answer script issued. The original answer script must be handed in intact and may not be torn or altered.
4. The learner continues writing.
5. The invigilator submits a written report, together with both scripts and all materials, to the disciplinary officer after the examination.
6. The learner must submit an affidavit or sworn statement describing the circumstances, as required by SAIC/DAIC procedures.
7. The case is referred to the School Assessment Integrity Committee (SAIC).
8. All learners involved in any form of communication, verbal or non-verbal, are reported.

## **4.2 SBA, examination or controlled task irregularities**

SBA irregularities include plagiarism, copying, submitting work not done by the learner, re-using previously submitted work, or any misconduct during controlled assessments, tasks or examinations.

Possible actions include:

- A mark of 0 for the task;
- Repeating the task where permitted; or
- A subject result recorded as “incomplete”

## **4.3 Escalation Structure**

- School Assessment Integrity Committee (SAIC)
  - District Assessment Integrity Committee (DAIC)
  - Provincial Examination and Assessment Integrity Committee (PEAIC)
  - National Examination and Assessment Integrity Committee (NEAIC)
- No sanction is final until endorsed at the required level.

## **4.4 Learner Rights**

Learners have the right to:

- Be informed of the allegation
- Provide a written response
- Present evidence
- Be heard
- Be represented

## **5. Textbooks, Calculators, other school property, and Administrative Matters**

1. All school property must be returned in good condition.
2. Lost school property must be replaced at cost.
3. Administrative matters may not prevent a learner from entering an examination venue.
4. The school may apply appropriate administrative or disciplinary sanctions for outstanding obligations.

## **PROMOSIEVEREISTES / PROMOTION REQUIREMENTS**

<b>PROMOSIEVEREISTES GR. 8 - 9 PROMOTION REQUIREMENTS GR. 8 - 9</b>	
50%	HUISTAAL HOME LANGUAGE
40%	EERSTE ADDISIONELE TAAL FIRST ADDITIONAL LANGUAGE
40%	WISKUNDE MATHEMATICS
40%	3X ANDER VAKKE 3X OTHER SUBJECTS
30%	2 X ANDER VAKKE 2 X OTHER SUBJECTS
<b>ALLE SBA - OPDRAGTE MOET VOLTOOI WEES ALL SBA ASSIGNMENTS MUST BE COMPLETED</b>	
<b>JAARPUNT 60% + EKSAMEN 40% → PROMOSIEPUNT 100% YEAR MARK 60% + EXAM MARK 40% → PROMOTION MARK 100%</b>	

<b>PROMOSIEVEREISTES GR. 10 - 12 PROMOTION REQUIREMENTS GR. 10 - 12</b>	
40%	HUISTAAL HOME LANGUAGE
40%	2X ANDER VAKKE 2X OTHER SUBJECTS
30%	3X ANDER VAKKE 3X OTHER SUBJECTS
<b>ALLE SBA - OPDRAGTE MOET VOLTOOI WEES ALL SBA ASSIGNMENTS MUST BE COMPLETED</b>	
<b>GRAAD 10 &amp; 11: JAARPUNT 40% + EKSAMEN 60% → PROMOSIEPUNT 100% GRADE 10 &amp; 11: YEAR MARK 40% + EXAM MARK 60% → PROMOTION MARK 100%</b>	
<b>GRAAD 12: JAARPUNT 25% + EKSAMEN 75% → PROMOSIEPUNT 100% GRADE 12: YEAR MARK 25% + EXAM MARK 75% → PROMOTION MARK 100%</b>	

## SKEDULE 1: ERNTIGE WANGEDRAG WAT SKORSING TOT GEVOLG KAN HÊ (1 - 7 DAE)

'n Leerder sal aan ernstige wangedrag skuldig wees indien hy of sy opsetlik of sonder gegronde rede -

- (a) leer of onderrig in 'n klas ernstig, ontwrig of frustreer;
- (b) aan 'n sameswering deelneem om die behoorlike funksionering van die skool deur kollektiewe aksie te ontwrig;
- (c) die waardigheid van enige leerder aantas of enige leerder of ander persoon belaster, waaronder ook die maak van rassistiese aanmerkings;
- (d) enige toets- of eksamenmateriaal versprei of besit wat iemand anders in staat kan stel om 'n onregverdige voorsprong in 'n toets of eksamen te kry;
- (e) in 'n toets of eksamen of enige ander vorm van beoordeling, soos take, kul;
- (f) aan enige daad van openbare onsedelikheid deelneem;
- (g) iemand anders seksueel teister;
- (h) in besit gevind word van pornografiese materiaal of dit versprei; of
- (l) onder die invloed van, of in besit is van, alkohol.

## SKEDULE 2: ERNSTIGE WANGEDRAG WAT UITSETTING TOT GEVOLG KAN HÊ

'n Leerder sal skuldig wees aan ernstige wangedrag indien hy of sy-

- (a) skuldig bevind word aan wangedrag soos in Skedule 1 bedoel nadat hy aan dieselfde of soortgelyke wangedrag skuldig bevind is by twee vorige geleenthede;
- (b) versuim om te voldoen aan 'n straf of skorsing as 'n korrektiewe maatreël; of
- (c) opsetlik en sonder gegronde rede-
  - (i) enige dokument of handtekening vervals waar dit potensieel of werklik tot nadeel van die skool kan wees;
  - (ii) in enige toets of eksamenvraestel of in enige toets of eksamenmateriaal handel dryf;
  - (iii) poog om enige persoon om te koop ten opsigte van enige toets of eksamen of homself of haarself of 'n ander persoon in staat stel om onregverdig voordeel daaruit te trek;
  - (iv) aan bedrog deelneem;
  - (v) aan diefstal deelneem, of andersins oneerlik optree tot nadeel van 'n ander persoon;
  - (vi) in besit is van, gebruik maak van of handel dryf in enige onwettige of ander skadelike stof;
  - (vii) in besit is van, gebruik maak van, of narkotiese of ongemagtigde dwelms oordra of indien daar sigbare bewys is van sodanige besit, gebruik of oordra.
  - (viii) in besit wees van enige gevaarlike wapen;
  - (ix) 'n persoon aanrand of dreig om 'n ander persoon aan te rand;
  - (x) enige persoon gyselaar hou;
  - (xi) enige persoon vermoor;
  - (xii) enige persoon verkrag; of deelneem aan enige seksuele aktiwiteit wat 'n oortreding van die wet is;
  - (xiii) eiendom kwaadwillig beskadig.

### **SCHEDULE 1: SERIOUS MISCONDUCT THAT MAY LEAD TO SUSPENSION (1 - 7 DAYS)**

A learner will be guilty of serious misconduct if he or she, intentionally and without just excuse: -

- (a) seriously threatens, disrupts or frustrates teaching or learning in a class;
- (b) engages in a conspiracy to disrupt the proper functioning of the school through collective action;
- (c) insults the dignity of or defames any learner or any other person, which includes racist remarks;
- (d) distributes, or is in the possession of any test or examination material that may enable another person to gain an unfair advantage in a test or examination;
- (e) cheats in a test or examination or any other form of assessment such as assignments;
- (f) engages in any act of public indecency;
- (g) sexually harasses another person;
- (h) is found in possession of or distributes pornographic material; or
- (i) is under the influence or in the possession of alcohol.

### **SCHEDULE 2: SERIOUS MISCONDUCT THAT MAY LEAD TO EXPULSION**

A learner will be guilty of serious misconduct if he or she -

- (a) is found guilty of misconduct as contemplated in Schedule 1 after having been found guilty of the same or similar misconduct on two previous occasions;
- (b) fails to comply with a punishment of suspension as a correctional measure; or
- (c) intentionally and without just excuse -
  - (i) forges any document or signature to the potential or actual prejudice of the school;
  - (ii) trades in any test or examination question paper or in any test or examination material;
  - (iii) attempts to bribe or bribes any person in respect of any test or examination to enable himself or herself or another person to gain an unfair advantage therein;
  - (iv) engages in fraud;
  - (v) engages in theft, or otherwise acts dishonestly to the detriment of another person;
  - (vi) is in possession of, consumes or deals in any illegal substance or other harmful substance;
  - (vii) is in possession of, uses or transmits narcotic or unauthorised drugs or on visible evidence of such possession, use or transmission;
  - (viii) is in possession of any dangerous weapon;
  - (ix) assaults or threatens to assault another person;
  - (x) holds any person hostage;
  - (xi) murders any person;
  - (xii) rapes any person; or engages in any sexual activity which amounts to an offence in law; or
  - (xiii) maliciously damages property.

# GEDRAGSKODE VIR LEERDERS

NAAM: \_\_\_\_\_ KLAS: \_\_\_\_\_

## INLEIDING

Om die missie van die skool te verwerklik, is dit noodsaaklik dat elke leerder hom/haar moet verbind tot basiese riglyne deur hom/haar daarmee te identifiseer en dan te onderneem om hom/haar daaraan te onderwerp.

### ONDERNEMING As leerder:

- verbind ek my om na die beste van my vermoë tot my volle potensiaal te ontwikkel;
- erken ek die reg om onderwys sonder enige kwaadwillige ontwrigting te ontvang;
- weerhou ek myself van enige vorm van geweld, vandalisme en enige ander onaantwoordbare gedrag in die skool; en
- verbind ek my tot getroue skoolbywoning.

### Ek verbind my verder om:

- skoleiendom na die beste van my vermoë netjies te hou en 'n bydrae te lewer om dit op te gradeer deur dienslewering (bv. optel van papiere, uitvee van klasse, afskuur van banke, ens.)
- aktief betrokke te wees by fondsinsamelingsprojekte om skoolgeld so laag as moontlik te hou;
- die dissipline van die skool te eerbiedig deur die skoolreëls na te kom, ook na-ure wanneer ek in skooldrag geklee is of die skoolterrein betree;
- die skool se tydrooster(s) te eerbiedig;
- onderwysers, ander personeel en mede-skoliere met die nodige eerbied te behandel; en
- skoolwerk getrou te doen.

### Ek onderneem ook om:

- verantwoordelikheid te aanvaar vir die verlies van enige skoolhandboeke;
- geen onderwyser of leerder te viktimiseer, intimideer, te treiter of aan te rand nie;
- geen sigarette/dwelms/alkohol op die skoolterrein te bring, te gebruik, aan ander persone beskikbaar te stel of onder die invloed van dwelms/alkohol te wees nie;
- geen wapens of enige items wat ander se lewens in gevaar kan stel, skool toe te bring nie;
- my skuldig te maak aan enige vorm van diefstal nie;
- geen pornografiese materiaal in die skoolterrein te bring nie;
- my nie skuldig te maak aan die besit van items of gesprekvoering met 'n satanistiese strekking nie
- dat my voorkoms korrek sal wees voor die aanvang van elke skooldag en/of eksamensitting.

Ek aanvaar as leerder die merietestelsel as tugprosedure asook ander tugmaatreëls soos gemeenskapsdiens, detensie, weerhouding van voorregte, aanspreek, beslaglegging op verbode items, weiering tot toegang by skool op grond van netheid, verbod op klasbywoning vanweë swak gedrag, vermaning, onderhoude met ouers en in uiterste gevalle 'n tydelike of permanente skorsing.

Ek neem kennis dat 'n dissiplinêre verhoor nie 'n hofsaak is nie, maar wel 'n interne skoolaangeleentheid. Ek neem verder kennis van my regte :

1. om bygestaan te word, deur my ouer of voog;
2. om enige getuie/bewysstuk onder kruisverhoor te neem;
3. die reg om van 'n tolk gebruik te maak (op eie koste);
4. om appél aan te teken.

Skoolreëls en Merietestelsel word geïnkorporeer in die gedragkode. Hierdie is 'n verkorte weergawe.

## OORTREDING VAN HIERDIE GEDRAGSKODE SAL IN 'N ERNSTIGE LIG BESKOU WORD

Handtekening van leerder \_\_\_\_\_ Datum \_\_\_\_\_

Handtekening van ouer \_\_\_\_\_ Datum \_\_\_\_\_

# CODE OF CONDUCT FOR LEARNERS

NAME: \_\_\_\_\_

CLASS: \_\_\_\_\_

## **INTRODUCTION**

To achieve the mission of the school it is important that each learner must be bound by the basic guidelines through identifying with it and then undertaking to subject himself/herself to it.

### **UNDERTAKING As learner:**

- I promise to do my utmost to develop my potential to the full;
- I acknowledge the right to receive education without wilful disruption;
- I shall refrain from any form of vandalism, uproar or any other form of unacceptable conduct in school; and
- I promise to attend school regularly.

### **I further promise:**

- to have respect for the discipline of this school by obeying the rules to keep the school buildings and facilities neat and to render my service to upgrade it. (by e.g. picking up papers and litter, sweeping classrooms, cleaning desks, chairs, windows and I promise not to litter).
- To be active in projects which are used to obtain finances in order to keep school fees as low as possible;
- To have respect for the discipline of this school by obeying the school rules even after school hours whenever wearing my school uniform or entering the school grounds;
- To be punctual in the mornings and for classes throughout the day;
- To treat teachers and peers with respect, and
- To do my schoolwork diligently.

### **I undertake:**

- to accept responsibility for all my schoolbooks and to replace any lost or torn;
- not to victimize, intimidate, assault or pester any teacher or learner;
- not to bring any cigarettes, drugs or alcohol to school, not to use it or offer it to other people, not to come to school under the influence of drugs and/or alcohol;
- not to bring any weapons or items to school that can endanger other people's lives;
- not to commit thievery of any form;
- not to bring any pornographic material to school; and
- not to be guilty of having satanic items in my possession, or propagating satanism in school;
- my appearance will be correct before the start of each school day and / or exam session.

As learner I accept the merit system as a means of discipline as well as any other community service, procedure of discipline such as detention, withholding of privileges, scolding, confiscating of prohibited items, refusal of entry to a class as a result of misconduct, refusal of entry to school as a result of untidy uniform, reprimanding, interview with parents and in severe cases a temporary or permanent expulsion.

I take note that a disciplinary hearing is not a court case, but an internal school matter. I further take note of my rights:

1. to be assisted by my parent or guardian;
2. to cross examine any witness/ piece of evidence;
3. to use an interpreter (at own cost);
4. to appeal.

School rules and Merits system are incorporated into the school's code of conduct. This is a shortened version


## **OFFENCE OF THIS CODE OF CONDUCT WILL BE SEEN IN A SERIOUS LIGHT**

Signature of learner \_\_\_\_\_

Date \_\_\_\_\_

Signature of parent/guardian \_\_\_\_\_

Date \_\_\_\_\_

A black and white close-up portrait of Nelson Mandela, showing his face from the nose up. He has a slight smile and is looking directly at the camera. The background is dark and out of focus.

"Education is the most  
powerful weapon which  
you can use to change  
the world."

- Nelson Mandela



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