

KIDS CODE

Integrity We always tell the truth

We do what we say

We admit when we are wrong

We don't sulk

Kindness We are kind to each other

We share

We help each other

We always say please and thank you

Respect We look after our things

We take care of our school

We greet teachers, visitors and each other

We stand up when speaking to adults

We respect our bodies

We respect each other's bodies

We can say no

When somebody says no, we stop

We don't hit each other

We don't say bad words

Work We work hard

We give of our best

We do what we do for God

School Rules

1. Introduction

When a pupil is enrolled at Royal Drakensberg Primary, the pupil and parents are contractually bound to the school rules and subordinate to the authority of the school.

2. Aims

The purpose of the school rules is to guide children to maturity, through guidelines based on Christian teachings. The rules also contribute towards the creation of a safe and nurturing learning environment, and to the maintenance of a high standard of education.

3. Rules

3.1 Behaviour

Children are required to behave in a way that demonstrates respect for themselves and for others. Royal Drakensberg Primary children are friendly and polite

- We are tolerant towards others
- We greet teachers, visitors and each other
- We stand up when speaking to adults
- We speak kindly to each other
- We always tell the truth
- We accept the consequences of our actions without sulking
- We respect our possessions and the possessions of others
- We respect our school and keep it beautiful by not littering or walking in the garden.
- We stay outside during break time unless we have permission to be inside.
- We respect our bodies: We don't touch our private parts in public or make jokes about them.
- We respect each other's bodies: We don't touch each other's private parts or make jokes about them.

Swearing, fighting, making indecent signs or hitting each other is unacceptable.

Being in the possession of media with inappropriate content is forbidden.

Being in possession of or the use of any drugs (including alcohol and tobacco) at school is forbidden.

Medicine must be handed to the teacher and administered by the teacher.

Being in possession of any dangerous objects is forbidden.

Toys may not be brought to school. (With the exception of Show and Tell items which must be kept in the bag until the appropriate time and must then be replaced)

Money may not be brought to school (With the exception of money for official school purpose – fees, uniforms, market day. This must be handed to the teacher at the beginning of the day.)

3.2 Attendance and Absenteeism

Pre- Primary - A great deal of planning has gone into the school term and we encourage children to attend school each day. Parents are requested to advise the school in writing if a child is going to be absent. This will assist with the planning for the week.

Grade R – Grade 5 - Pupils may only be excused from attending school for a valid reason. After a child has been absent from school, the parent / guardian must submit in writing, reasons for the absence.

3.3 Safety

Children must be brought to the teacher on duty when they arrive and be collected from their respective teachers at closing time. Children may not arrive or depart without adult supervision.

Please advise the teacher about lift schemes and any changes in lifts. The staff will not allow a child to leave with someone to whom they have not been introduced. Any changes to lift schemes must be sent to the teacher in writing.

Afternoon play days at friend's homes must be organised prior to the beginning of the school day. Children may not leave the school premises during school hours.

Dangerous games are forbidden.

Children may not enter the classrooms during break time without permission.

3.4 Arrival and Departure Times

School hours are from 07:40 to 14:00 each week day.

Pre-primary and Grade R finish school at 13:00.

The school doors open from 07:15 to 14:30 for the arrival and departure of children.

Children should arrive at school before 07:30 and be collected no later than 14:30.

Children in pre-primary & Grade R should be collected between 12:50 and 13:10.

Children must arrive and be collected promptly to avoid disruption to the school program.

Official times during a school day:

7:15 School opens

7:40 Bell rings – Line-up & School starts

10:00-10:30 Tea Break

12:30 -13:00 Lunch Break (Pre-primary & Grade R
Free Play - children may depart at 12:50)

13:00 Taxi for Grade R and Grade RR departs

14:00 School day ends & taxi departs

14:30 Official end of school day

Fridays: School ends at 13:00 for all grades

3.5 Appearance

Children are encouraged to take pride in their appearance.

The correct and complete uniform as determined by the Management Team must be worn by Grade R – Grade 5 children. (Please refer to the Prospectus for details)

Pre-primary children may wear comfortable home clothes suitable for active play. Pre – primary children must wear the Navy Royal Drakensberg T- shirts for outings Clothing must be neat and clean.

All clothing must be marked.

All children must come to school with a change of clothes.

Children must arrive and depart wearing shoes.

Hair must be neat and clean.

We encourage Grade 1 – 5 boys' hair to be kept short and neat.

Long hair must be tied back neatly.

The artificial colouring of hair is not permitted.

Nails must be kept short and clean.

Jewellery and make up may not be worn, with the exception of ear studs for girls.

3.6 Lunches

A nutritious snack must be provided for children to eat at 10:00 tea break. Children staying until 14:00 require a snack for 12:30 lunch break as well. No junk food, fizzy drinks or energy drinks are permitted. Children may bring fruit juice and water to drink.

3.7 School Fees

School fees are compulsory and payable strictly in advance. Children with unpaid school fees at the end of the term will not be allowed admittance into the school the following term.

3.8 Support and participation

School functions and extra mural activities are held in the interests of the children and it is therefore expected that children will attend these functions. Parents are encouraged to attend school functions to support their children. Parents may also be requested to assist at school functions where necessary. Participation in extra mural activities not offered by the school is allowed, but school activities will have priority.

3.9 Damage or Loss of school property

Parents will be charged for and school property that is intentionally damaged, or damaged or lost through negligence of their children

3.10 Cell Phones

Children are not allowed to bring cell phones to school.

4. Disciplinary Procedure

Children will be encouraged through a reward system to work hard and to behave well. Each class will have a chart to encourage them.

Most transgressions will be dealt with through time out or the loss of a privilege. More serious transgressions may result in suspension or expulsion.

5. Application of rules

These rules apply to children enrolled at Royal Drakensberg Primary School when:

They enter the school premises

They wear school uniform which identifies them as pupils of this school

In transit under control / supervision of a person delegated to take control

Any child not abiding by the rules will be subject to disciplinary procedure as stated in Point 4.

6. Parents responsibility *Parents have a responsibility towards their children and the observance of the school rules.*