



THE CODE OF CONDUCT OF VRYHEID HIGH SCHOOL

1. GLOSSARY OF TERMS

In this code of conduct, unless the context provides otherwise, the following terms have the following application:

- (1) 'the Constitution' - The Constitution of the Republic of South Africa, Act no. 108 of 1996.
- (2) 'the Act'" - The South African Schools Act, Act 84 of 1996.
- (3) 'the Headmaster, Senior Deputy, Deputy, Head of Department and member of staff' - positions held by designated persons forming part of the teaching establishment at Vryheid High School.
- (4) 'the Governing Body' - the Governing Body of Vryheid High School.
- (5) 'the Secretary' - the Secretary of Education and Culture of KwaZulu-Natal.
- (6) 'the Minister' - the Minister of Education and Culture of KwaZulu-Natal.

2. FOUNDATION IN LAW

The point of departure is that this code of conduct has been drawn up within the applicable provisions of Chapter 2 (Bill of Rights) of the Constitution of the Republic of South Africa, Act no. 108 of 1996 and the provisions of the South African Schools Act no. 84 of 1996 and after legal opinion is considered not to be in conflict with the provisions thereof. It is aimed at ensuring a disciplined and purposeful school process. It recognises the right of every learner to basic education, but also confirms the responsibility of learners to fulfil every condition of this code of conduct (Section 8(4) of the South African Schools Act no. 84 of 1996). This code of conduct contains elements of a due process of law to protect the interests of the learner and any party affected by disciplinary actions.

3. VISION

Cultivating a well-balanced learner to become an empowered citizen who embraces a unified diversity.

4. MISSION

Creating an environment that promotes excellence and growth with the foundation of Educators, Parents and Infrastructure.

5. THE SCHOOL MOTTO

The point of departure is that all learners consider it an honour and a privilege to form part of this school. They approve and endorse the rules of this school because they realise the necessity for good order in such a large school. Everyone shall adhere to the rules so that all may enjoy the freedom to develop in every sphere, according to God-given talents. Everyone shall eagerly grasp the opportunities presented and meticulously carry out the instructions of the principal and the teaching staff. Overall, every learner shall at all times be loyal to everything pertaining to Vryheid High School and endeavour to uphold the motto TENAX PROPOSITI VINCO - Victory through Perseverance.

6. PARENTAL INVOLVEMENT

According to the provisions of the Schools Act it is an infringement of the law for any person that is also a parent, to prohibit or in any way deliberately prevent a learner from complying with a school rule. Before parents enroll a learner(s) they shall therefore make a careful study of this code of conduct. By signing the "Application for Admission" form, parents declare that they accept the school rules in totality. The child is only officially accepted as a learner when the Principal signs the "Application for Admission" form referred to above.

The official school uniform and the rules pertaining to the general appearance of learners at Vryheid High School have developed over many years to those applicable at the present time. Any alterations, additions or deviations from the prescribed school uniform can only be approved during an annual general meeting of parents. Written notice of the meeting as well as the recommended changes shall be sent out via the learners at least 30 (thirty) days before such meeting takes place. At least 10% of the total number of parents must, in writing, request the Governing Body for the change and such change shall only apply if a two thirds majority of the parents who attend the meeting vote in favour thereof.

The purpose of the official school uniform and regulations pertaining to the general appearance of learners encompasses the overall neatness and uniformity of the learners and their identifiability with the school. Therefore no learner may wear any jewelry, ornament, badge, sign, symbol, slogan or any addition whatsoever with the school uniform or visibly on his or her person to express individuality. Only official badges or signs awarded by the Principal to learners, for example the leaders, hostel leaders, RCL or Top Ten badge or colours' awards for achievement etc. may be worn as part of and only with official school uniform. It is the duty and responsibility of the parent to ensure that the learner, when leaving for school in the morning, is dressed in accordance with these rules. If these rules are transgressed, the object(s) will be confiscated and only returned to the rightful owner at the commencement of the following school holiday. If the offence is committed again, the object(s) will be confiscated and only returned at the end of the school year.

This school has a proud heritage built up by generations of dedicated persons. The Governing Body shall therefore not allow the good name of the school to be tarnished by individuals who do not share such sentiments. Therefore the rules

regarding personal behaviour apply to the learner in and also outside the school. The image of the school does not end at the school gate, but is carried to the far corners of the community. Learners share this responsibility because they can be identified with the school through their school uniform. Their conduct at all times shall therefore be civilised, orderly, friendly, courteous, considerate and honest.

7. THE RESPONSIBILITIES OF PARENTS

Parents shall make sure that:

- * their children go to school every school day and are punctual.
- * they are actively involved in the academic progress of their child;
- * the rights of their children to learn are upheld;
- * their children follow the rules and codes of the school;
- * their children are healthy, clean and neat;
- * they tell school authorities about any problem concerning their children;
- * their children don't use abusive language or behave in an abusive way;
- * they discuss reports, homework and assignments with children;
- * they supply their children with the basic resources needed for school work and homework;
- * their children become involved in the school's activities;
- * they pay school fees that are determined by the majority of parents attending a parent's meeting (line with legislation on 'Exemptions of parents from payment of school fees regulations');
- * they provide the school with their children's original birth certificates, previous reports and residency permits (if they are not South African citizens) if the school requests this information; and
- * they have the right to participate in the life of the school as provision is made for the democratic governance of schools (SGBs)

8. THE RIGHTS AND RESPONSIBILITIES OF LEARNERS

| I have a right | It is my responsibility |
|--|---|
| To be educated in a controlled and structured academic environment. | to create the opportunity for others to work without hindrance and to pay full attention. |
| To be respected by other members of the school community, regardless of personal, religious or cultural differences. | to respect the individuality, convictions and beliefs of others. |
| To freedom of speech and to voice my opinion in a mature, tactful and appropriate manner. | to listen to and respect the opinions of others. |
| To be treated with fairness. | to treat others in a fair and just manner. |
| To the security of my person and my property. | To uphold the honest behaviour and |

| | |
|--|--|
| To make use of available school facilities and property during school hours. | safety of the school. |
| To the support of the school in my participation in cultural, sporting or academic activities. | To respect and to maintain these facilities and the property. |
| Where possible and when appropriate, to be involved in and informed about decisions taken in the school. | To engender and to uphold school spirit by participating in and supporting cultural, sporting and academic activities. |
| To work in a clean and litter-free environment. | To respect the decisions made by the school and react to them in a mature and sensitive manner. |
| To ask for help and advice. | To maintain a clean and litter-free environment. |
| To have school activities begin punctually. | To ask for help and advice at an appropriate time and in an appropriate manner, and to give advice and help myself. |
| To participate in the life of the community. | To be punctual in every part of my school life. |
| | To uphold the values of the school when out of school uniform. |

VRYHEID HIGH SCHOOL RULES

Vryheid High School has a proud tradition built by dedicated parents, staff and pupils over many years. It is an honour and privilege to be connected with this school, and therefore in our common aim of education, the school's motto 'Tenax Propositi Vinco' (victory through perseverance) shall serve as our basis and as an incentive. Our aim is to be loyal towards everybody who forms part of Vryheid High School. When learners obey the rules, education takes place in a disciplined environment, and only then are learners led to responsibility and eventually, they will take their place in society as responsible, moral adults.

1. DRESS AND GENERAL APPEARANCE

Learners shall wear the prescribed uniform with pride.

Provincial blazers may be worn only on Fridays.

The school uniform shall be worn during formal school functions and the informal uniform during sport functions.

Only hairstyles and natural hair colours suitable and appropriate for school uniform are allowed.

Girls' hairstyles shall be short, tidy and out of the face, while long hair has to be tied back.

Girls may wear dark green or black hair accessories.

Girls' nails shall be short and tidy and no make-up is allowed. Boys shall be clean-shaven.

Only a watch and a 'Medic Alert' bracelet may be worn.

Girls may wear only one pair of earrings (studs/rings) in the lower part of the ear.

2. GENERAL BEHAVIOUR AND DISCIPLINE

The following is strictly prohibited according to the law of the country: smoking (restricted in public places), alcohol or drug abuse and the possession of weapons by any child. Therefore no learners are allowed to be in possession of, consume, trade or sell cigarettes, alcohol, drugs, weapons, satanistic or pornographic material.

VHS has a cell phone policy which all learners must obey. The use of cell phones outside the stipulations in this policy will result in the confiscation of the device including the sim card for:

1. 1st transgression – 30 school days with a penalty of R 200 at collection by the learner.
2. 2nd transgression – 50 school days with a penalty of R 200 at collection by the learner.
3. Repetition of this offence will be dealt with according to the school's code of conduct.

The school does not accept responsibility for any loss/damages of such devices.

A learner's behaviour and appearance shall comply with the general civilised norms and it should not be to the detriment of the school's good name.

This implies that following:

- Respect for others and their property.
- Mutual respect between learners.
- Promptness.
- Polite behaviour.
- Execution of reasonable instructions.

The following behaviour is strictly prohibited:

- Truancy.
- Swearing and blasphemy.
- Behaviour which is detrimental or embarrassing to other learners, parents or the school
- Intentional damage of departmental, school or private property.
- Theft.

- Any form of intimidation or assault.

3. SCHOOL GROUNDS

- Keep the school grounds and buildings tidy and clean.
- The swimming pool may only be used under the supervision of a suitably qualified adult.
- Learners are allowed to park their vehicles in the parking area at the swimming pool, subject to the availability of such parking space.
- All visitors to the school have to report to the reception office.
- Classrooms are out of bound before school, during breaks and after school.
- Dangerous games on the school premises are forbidden.

4. ABSENCE AND LEAVING OF SCHOOL PREMISES

- When a learner has been absent from school, a letter signed by the legal guardian, giving reasons for the absence, shall be handed in to the register teacher on the pupil's return to school.
- A medical certificate has to be handed in if a learner is absent from an examination or control test.
- It is the learner's responsibility to catch up any work, homework and tests if he/she has been absent.
- Learners may only leave the school premises in exceptional circumstances after the head of department signed a permission letter for absence.

5. EXTRA-MURAL ACTIVITIES

- Learners are encouraged to take part in official school functions and sporting activities in a healthy and enthusiastic manner.
- The decisions of the referee and/or umpire shall not be questioned during matches.
- Good discipline and order shall be maintained on the buses.

6. MISCONDUCT

Written warnings will be handed to the grade head.

Level 1 (-10)

- Late for class
- Uniform incorrect
- Homework incomplete/not done
- Failing instructions
- Arrogant /Bad manners
- Foul language

Level 2 (-20)

These are:

- Repetition of Level 1 misconduct
- Dishonest
- Bunking
- Interrupting education
- Disrespectful
- Cellphone used in class
- SBA not done/incomplete

Level 3 (-50)

These are:

- Repetition of Level 2 misconduct
- Any form of bullying
- Gambling
- Severely disruptive in class
- Forgery
- Vandalism
- Smoking or carrying tobacco
- Theft
- Cheating in SBA
- Verbal threats

Level 4 (-80)

These are:

- Repetition of level 3 misconduct
- Possession of a dangerous weapon/explosives
- Assault/Fight
- Racist, sexist or discriminatory behaviour
- Distributing/Possession of offensive material
- Possession of or using Alcohol or Drugs
- Disrupting the school

Level 5 (-120)

- Repetition of level 4 acts
- Use of dangerous weapon/Explosive
- Sexual harassment, sexual abuse or rape
- Drug dealing
- Breaking and entering

PUNISHMENT:

The punishment system of the school is based on a demerit system

Demerit Category:

(-80) No attendance of any social event

- sokkie
- fruit festival
- concerts
- informal hearing (HOD and Parents)
- 1 match/performance ban

(-120)

- No sport
- Disciplinary hearing
- Corrective behaviour
- No Matric Farewell

MERIT

A learner can earn merit points by improving behaviour.

(+10) for each weeks improved behaviour.

- **N.B.**

It is not the intention to describe every offence a learner may commit and to determine punishment for it. The policy, however, is to link appropriate punishment to offences. Over and above the abovementioned rules and customs a learner commits an offence by any action of neglect that damages or harms the good order, good name, property, honour or safety of learners or staff of by any action that can lead to it. It is the sole discretion of the principal, or a person so authorised by him, to determine if such action of neglect constitutes an offence of the abovementioned provision.

- **CONCLUSION:**

It is the common aim of both parents and teachers to fulfil our task of educating children to be moral, responsible adults. We as adults have to respect this vocation, and accept this calling. The rules are designed to assist our educative task. If these rules are transgressed, learners will be punished in accordance with the seriousness of the transgression, but the final decision will be vested in the authority of the principal in conjunction with the Governing Body if necessary.