



CODE OF CONDUCT

TOLERANCE AND RESPECT

A mature and dignified interaction with each other is expected at all times. Individuality and self-initiative are encouraged within the parameters described below.

1. DRESS AND APPEARANCE

- Correct uniform must be worn at all times including in public places.
- On P.T. days learners must bring the correct kit (as per uniform list)
- Grade 1 – 6 learners may wear their sports clothes on P.T. days.

HAIR

GIRLS:

- Hair must be neat and tidy and out of the face.
- Long hair is to be tied back.
- No fashion gadgets to be worn e.g. butterflies etc.
- Only green/yellow hair accessories are allowed.
- Hair colour changes and highlights are not permitted. Parents will be asked to collect the learner from school if this is not adhered to.
- No make-up may be worn.

BOYS:

- Short and neat. No “steps” or “Mohawks” or radical styles are acceptable.
- Hair colour changes or highlights are not permitted. (same rules apply as for the girls).

JEWELLERY

- Girls & Boys are not allowed any other body piercing. No tongue ring is allowed as it hampers speech.
- Girls may wear only 1 pair of standard size studs or sleepers.
- Boys are not allowed to wear earrings.
- 1x chain with a cross/religious medal will be permitted but should not be visible above the neckline.
- A wristwatch is permitted.
- No bangles are allowed except for religious beliefs.

2. ATTENDANCE

Regular attendance at school is essential. It is the learner's responsibility to ensure that they catch up work missed due to absence. Linked to attendance is the important life skills of punctuality. School starts at 7:40am sharp. Punctuality for all school activities is essential.

3. ABSENCE FROM SCHOOL

A phone call to the school informing us of your child's absence would be appreciated. If your child has been absent from school, he/she is required to produce a letter of excuse/doctor's certificate on his/her return. If absenteeism from school is anticipated, parents are required to inform the administration secretary in writing. Your child will be required to collect work that he/she has missed and complete it. Tests or exams will be written upon the learner's return to school, at the teacher's convenience. A doctor's letter is required for learners that miss an exam.

4. ACADEMICS

Learners should respect each other's right to learn by co-operating with their classmates and educators. Disrespectful, noisy behavior is unacceptable as it interferes with the other learner's progress. Correct books must be brought to school as well as all the necessary stationery.

5. HOMEWORK

Homework is the learner's responsibility. Children are expected to complete all homework as this is a consolidation of all work done in class. Parents are expected to ensure that this is done and to sign diaries. Homework daily: Every child must have a school homework diary in which all homework should be recorded accurately.

6. DISCIPLINE

Learners are taught to respect themselves, their peers and their educators. We are very proud of the co-operative attitude of our learners and insolence, deceit etc. are not tolerated. Parents will be notified of their child's misdemeanour and will be expected to take the necessary action. The principal reserves the right to suspend or expel any learner guilty of any misdemeanour.

7. ILLEGAL SUBSTANCES

Smoking, drinking, alcohol or any other illegal substance brought to school will result in immediate expulsion. No exceptions will be made.

8. GENERAL BEHAVIOUR

- Learners are regarded at all times by the general public as being a representative of Sparrows Combined School.
- Learners are expected to take pride in their school and to act in an appropriate manner at all times.
- Damaging or defacing of school property and/or another person's property will be regarded as a serious offence, as with theft of any nature. This will result in immediate expulsion from Sparrows Combined School.
- No learners may move another learner's bag without permission.
- Disrespectful behavior or impertinence is unacceptable.
- Obey monitors.
- Behave in appropriate manner at the tuckshop and at the gate.
- Keep bathrooms clean and tidy.
- Greet educators/adults both in and out of the classroom. Step aside for adults. Remember to walk around adults in conversation – not through them!
- Bad language will not be tolerated.
- Possession of inappropriate reading matter or video material etc. carries heavy penalties, as does the possession of any dangerous weapons.
- No Tablets, I Pods, PSP Games, I-Phone fitbit watches as well as any electronic devices etc are allowed at school. They will be confiscated and only be given back at the end of the term and a penalty fee of R150-00 will be charged.

9. VANDALISM

Learners found vandalizing school property will be summarily expelled and liable for the damage caused.

10. ANY FORM OF BULLYING WILL NOT BE TOLERATED

Perpetrators will be severely dealt with.

- No ball games are allowed on corridors, passages, pathways or at the entrance gate. Horseplay is not allowed and is a punishable offence. The hall is out of bounds to pupils unless accompanied by a teacher or with permission.
- Confiscated goods will be returned at the end of the term.

11. OUTINGS

Outings and tours are privileges and should be treated as such. Certain breaches of the Code of Conduct may lead to exclusion from outings and tours. Misbehavior on outings/tours may also lead to exclusion from future outings/tours.

12. CHANGE OF ADDRESS OR TELEPHONE NUMBERS

Please inform the administrative secretary immediately.

13. COLLECTING OF CHILDREN

Children who are waiting to be fetched from school must wait within the confines of the school premises. Primary school learners remaining at school after 14h30 must register for aftercare. If the learner is not registered for aftercare and remains at school after 14h30 there will be a R100-00 penalty fee per day.

14. LOST PROPERTY

****UNIFORMS****

PLEASE ENSURE THAT EVERY ITEM OF CLOTHING IS CLEARLY MARKED

All items of school clothing, school bags and kit bags must be clearly marked with your child's name as this will enable us to return mislaid items.

15. CELL PHONES

Learners are **NOT ALLOWED** to bring cell phones to school. If a cell phone is found it will be confiscated from the learner. There will be a R150-00 fine and the cell phone will only be given back at the end of the school term.

Please could parents read this through with their child / children and make certain that they understand the Code of Conduct.

Could parents and learners please sign the Code of Conduct and send it back to the class teacher.

Parent: _____ Educator: _____

Learner: _____ Grade: _____ Date: _____