

# Amajuba



**SCHOOL RULES** – Each learner is obligated to abide by the following:

## **Educational**

- Diligent schoolwork and regular school attendance.
- Attend the school programme (curricular and extra-curricular).
- Attend courses and activities as organised by the Principal.
- Orientation of new learners is organised and managed by the Monitors after the programme has been approved by the Principal and is controlled by the School Safety Committee and Monitor Guardians.

## **Conduct in classrooms**

- Every learner is responsible for the order in class so as to contribute to the uninterrupted teaching process.
- Learners may not bring toys, e.g. elastic bands, fireworks, crackers, water pistols, pets, electronic games, etc. to school.
- Learners remain standing until otherwise instructed by the teacher. No suitcase is allowed to be placed on the desks.
- Papers, pencil-shavings and rubbish must be thrown in the dustbins before leaving the classroom.
- Tables and chairs must be placed in neat rows when leaving the class.
- No writing on and damaging of desks and/or other school property will be tolerated.
- Learners must have the official leave identification or a letter of permission from the teacher if he/she is not in class.
- Learners may not change places in the class without the teacher's permission.
- No talking allowed during lessons.
- Any behaviour that does not contribute to an atmosphere of learning will not be tolerated.
- Learners must be on time for class. Three (3) minutes after the bell has rung, learners must be in class.

## **Conduct on school grounds**

- No petting, kissing or holding hands on the school grounds or in school uniform.
- No physical violence amongst learners. Bullying will not be tolerated.
- Learners may not display a slovenly attitude – they must not lean against walls or stand with their hands in their pockets.

## **Conduct towards teachers**

- Teachers must be regarded with respect at all times.
- Learners are expected to be polite towards their teachers and to greet them properly.
- Learners are expected to be well-behaved and aspire to do everything to the best of their ability, which also refers to daily instructions and homework given.
- The behaviour of learners influences the discipline and order in the school – thus every learner is responsible for order and harmony.
- Learners are expected to be loyal towards the school and be an example to others.
- Learners may not defame the school in any way – i.e. teachers, co-learners, the school or its code of conduct in general.

### **Conduct towards other learners**

- Younger learners are expected to respect senior learners as one day they will be the seniors.
- The order, spirit and traditions are instilled by the example of the senior learners.
- All learners must support and motivate one another to aspire to all levels of school life.
- Learners must be friendly, courteous and well-mannered towards others.
- Learners must be tolerant of others – not become angry or speak ill of them.
- Learners must do their utmost in teamwork, be it in sport or any other activity, to try not to disappoint their fellow learners or their school.
- Learners must reprimand each other in a courteous manner.
- Learners must always act in such a way that it is not detrimental to their school.
- New learners are welcomed in a friendly way and also accepted into the school community.
- No form of bullying will be allowed.

### **Conduct in public**

- Behaviour in public must be impeccable, either at school activities, home or elsewhere.
- We are recognised by our school uniform and we must be an advertisement for our school. Be friendly and well-mannered towards everybody. Greet politely. Be humble, courteous and know your place. See to it that our school is spoken of with praise.
- If a learner isn't well-behaved in public, it is your duty to reprimand him/her immediately and if necessary, report him/her.

**School assembly**– School starts at 07:30 throughout the year.

**End of day** – School closes at 14:15 (Monday – Thursday), Fridays at 13:05.

### **Before school**

- No learners are allowed in class before school, unless under supervision of the teacher.
- Learners may not be late. Learners who are late must report to the secretary to complete the relevant register and receive a letter of permission.
- Learners who are consistently late, will be reported to the Principal and their parents will be called.

### **Assembly (Tarmac / Hall)**

- Absolute silence is expected after learners have lined up, so that assembly can take place. After assembly, once dismissed, learners quickly and immediately move to their 1st period classes. On Fridays, learners do not line up on the tarmac, but go directly to their register classes.
- Learners assemble per class on the tarmac next to the hall. Boys next to the girls. Teachers are also at assembly amongst the learners.

### **Announcements**

- Learners must be quiet and pay attention when announcements are made over the intercom. Only thereafter learners will be allowed to pack up.
- All the announcements, including those at the start of break, must be written in the appropriate book, on time.

### **End of day**

- At the end of the day attention and respect must be paid to the closing prayer. Monitors will pause before they start praying.

### **Entrance to the school**

- Entrance to the school may only be gained through the gates. No learner may climb over or through any fence or gate.
- At the main gate, learners use only the small/pedestrian gate and not the motor gate.
- Right of admission is reserved.

### **Absence**

- Learners are allowed to be absent due to illness and other acceptable reasons.
- A letter from the learner's parent/guardian, stating the **reason for being absent**, must be handed in during the register period on the **first day** that the learner is back at school.
- Should a learner be absent from school for a period of three (3) days or longer, this leave of absence must be supported by a letter from a medical doctor or clinic. However, if the learner is absent during a test or exam, only a doctor's certificate will be accepted.
- The parent/guardian must notify the school via telephone on the day of absenteeism.

- Learners who are absent during a **test** or **exam**, must hand in a medical certificate, otherwise he/she will be given **naught** for that specific test or exam. It remains the learner's responsibility to ensure that the relevant teacher receives a copy of the medical certificate. A new date may be scheduled, if need be, with the teacher. This must happen the first day the learner is back at school.
- Should a learner need to see a specialist during school hours, a written notification needs to be handed in at least **two days prior to the appointment**. The learner is responsible for obtaining all the signatures of the teachers for the periods he/she will miss so that the teachers can take note thereof. **It is preferable that appointments are made for after school.**
- Learners are expected to be at school on the day after a school function. Should a learner be absent without a valid medical reason, the learner will be booked for truancy/bunking.
- Should a learner be absent on the day an assessment is due, the parent or other party must bring in the assignment to school. Should this not happen, the learner will be penalised for that portfolio assignment.
- If a learner has been absent for more than ten consecutive school days, their name will be given to the grade head and if serious enough, an appointment will have to be made with the principal or deputy principal to determine whether he/she will be allowed to write the exam at the end of the year or be deregistered.
- Learners may only leave the school premises after they are signed out at the office by the parents/guardian, if the parent/guardian provide the school with a written permission slip beforehand, via either fax, email or SMS.
- If a learner's absenteeism is out of control, he/she will be reported to the grade head for investigation, and reported to the Department of Education and child welfare.

### **Leaving school grounds during school hours**

- Nobody may leave the school grounds **without written permission**.
- It is preferred that learners be called out of classes at the **end of a period**. No intrusion on academic time will be made and only the learner's parent/guardian can come and fetch the learner.
- Learners must be at school until **11:00**, otherwise the learner will be marked absent.
- Learners that become ill or are injured must report at the office. Should it be deemed necessary to contact the parents, it will be done by an administrative staff member. No learner may contact his/her parents/guardians, in any event. If a learner contacts his/her parents/guardians, the cellphone procedure will be followed.
- Should a learner be aware that they will be fetched earlier, a letter to leave the premises must be obtained from the **office**. It is the learner's responsibility to obtain all the required signatures.

- When the learner leaves the school grounds, the letter is handed in at the administrative office.

### **Class rotation**

- Learners must rotate quickly, orderly and in rows.
- Learners may not use the bathrooms while rotating class, except if a learner has the permission of the next class teacher.
- Learners must wait for permission to enter the classroom.
- Noise/Singing while changing classes will not be tolerated.
- Keep left on the corridors.

### **Break**

- Fire extinguishers and hoses are out of bounds, and unauthorised use is not allowed.
- No dangerous, rough games are allowed.
- Older learners may not interfere with the games of younger learners.
- No foul language will be tolerated. Swearing is a bad habit.
- No stones or other objects may be thrown.
- No learner is allowed to leave the school grounds without the permission of the principal or designated other.
- No bullying/intimidation or preventing learners from using the bathroom.
- No learner may trade on the school grounds.
- Gambling will not be allowed on the school grounds.
- No Grade 8 to 12 learner is allowed on the primary school's grounds.

### **Smoking**

- Smoking on the school premises, in the toilets or anywhere else on the school grounds is prohibited as the state classifies the school premises as a public place.
- The carrying and/or smoking of cigarettes / **e cigarettes** is prohibited.
- Smoking while in school uniform is prohibited, on and off the school premises.
- A fine for smoking may be imposed in terms of the Act on Control of Tobacco Products, 1999.

### **School bags/suitcases**

- Should a suitcase be of such nature that it damages books, the parents will be liable for the cost of replacing these books.
- Schoolbags must have enough space so that textbooks and scripts fit in and are protected.
- The suitcase must be neat and not mar the learner's appearance.
- Only the learner's name is allowed on the suitcase – nothing more – especially no slogans or graffiti, etc.

### **Textbooks**

- Lost textbooks must be paid per textbook at the office and the receipt shown to the relevant subject teacher.
- All textbooks are issued to learners covered with a durable transparent plastic covering, and they must write their name neatly in the front of the textbook each year.
- No new textbook will be issued to a learner unless the lost book fee has been paid.
- Textbooks may not be left at school.

### **Homework**

- The diary/homework book must be in every class, every day.
- The learner has the opportunity to learn to work independently.
- It is not limited to written work only.
- Study and learning are also important.
- A diligent scholar will never say that he/she has no homework.
- Work completed in class must be controlled at home to ensure that the learner understands and grasps it fully.
- All homework must be recorded on the appropriate date in the diary.
- Learners are advised to read and study wider than the prescribed textbooks.

### **Eating in class**

- No learner may **eat or drink** in class.
- No energy drinks with high caffeine levels may be consumed.

### **Bathrooms**

- Learners must politely request to leave the class if it is really an emergency.
- Learners may only go to the bathroom during lessons in exceptional cases.
- Bathrooms must be kept neat and clean.
- Playing in the bathrooms is not allowed.
- Only one learner at a time is allowed to leave the classroom during periods, if really necessary.
- No smoking is allowed in bathrooms. Smoking is forbidden in the school buildings or on the grounds.

### **Chewing gum**

- No chewing gum is allowed on the school grounds.
- A learner may not chew gum while in his/her uniform or sports wear.

### **Initiation**

- No learner may be initiated on the school grounds.
- An orientation program for Grade 8, approved by the principal, is followed under the guidance of the Monitors and Monitor guardians.

- No learner may be insulted or belittled by anybody.

### **Reports**

- At the end of the first term, a promotional report is handed out, which consists of the mini-exam and SBA mark.
- In the beginning of the third term, the June exam report will be handed out.
- The final report (on which the promotion mark is indicated) is handed out on the last day of school in the fourth term.

### **Return slips – Circulars**

- All return slips must be signed by the parents and returned to the school the following day.

### **School premises**

- No learner is allowed in classes, the hall or restricted areas, as indicated, without permission from a teacher.
- All learners are responsible for the neatness of classrooms, bathrooms, corridors and school grounds. Dustbins are provided everywhere for this purpose.
- The school building, furniture and apparatus must be handled with care and respect.
- Each learner is responsible for his/her own belongings. The school carries no responsibility for any lost property.
- Lost property must be handed in at the media centre.
- If a learner has lost something, queries can be made at the media centre.

### **Reception and administrative building**

- No learner may use the reception area as a throughway.
- Learners may only pass through the reception area on official business to see the secretaries.
- Order and patience are important while waiting to be helped at the office.
- No learner may stand in the reception area to wait for their friends.

### **Staffroom and kitchen**

- No learner is allowed in the staffroom.
- No learner is allowed to make a beverage for a teacher.

### **Breakage and malicious damage**

- No damaging of private and school property is allowed.
- Any occurrence of damage must be reported to the principal immediately.
- The learner will be held responsible for the costs of repairing the damage.

- Depending on the severity of the incident, learners who damage or vandalize property can expect criminal charges against them, as well as a disciplinary hearing.

### **Electrical installations**

- No learner may tamper with any switchboards, electrical equipment or electrical installations.

### **Motor cars**

- Only learners with a valid drivers licence may park their cars or motorbikes on the school grounds, as agreed with the principal.
- No learner may park in front of the administrative building or hall.
- Learners who come to school with their cars, must hand in their keys at the office.

### **Swearing and foul language**

- Swearing and foul language is an extremely bad habit.
- NO swearing and foul language will be tolerated on the school grounds. Learners are ambassadors of the school and their behaviour must reflect their upbringings.

### **Name calling or defamation**

- No mockery of fellow learners will be tolerated.
- No derogatory nicknames may be given to fellow learners.
- No racist remarks or names may be used.
- According to regulations in the education policy, any form of harassment, e.g. swearing, derogatory name calling, intimidation, unacceptable remarks, sexual suggestions, racist remarks, etc. is forbidden.

### **Radios, cellphones or toys in class**

- No radios, cellphones, CD or MP3 players, headphones, cellphone watches or toys may be used on the school grounds.
- Should a learner not heed this rule, the said item will be confiscated for a period of two (2) months, or the learner can pay a fine of R100 to get it back on the same day.
- Cellphones may only be used in an emergency, **with permission** from the teacher.



## **ID cards**

- A learner must wear an ID card on his/her shirt collar.
- The ID card must be worn in such a way that the learner's name and photo are visible.
- If a learner forgot his/her ID card at home, a temporary card must be bought at the office for R5, and pinned to the shirt collar. This temporary ID card will be valid for ONE day only.
- If a learner lost his/her ID card, a new card must be paid for and ordered immediately. The receipt will be a temporary ID card and must always be available on request. A temporary ID card for R5 is not necessary when you have a receipt.
- If the receipt is lost, the receipt number can be obtained at a fee of R2.

## **Criminal transgressions/offences**

*The school is a place of safety where laws pertaining to public places are applicable.*

- No dangerous objects or illegal drugs as defined in the SA Schools Act or the Safety regulations will be brought onto and/or used on the school property unless authorised by the principal for educational purposes. Dangerous objects include knives, firearms or any item that could harm a person.
- Alcohol is not permitted on school premises or during any school activity.
- The carrying of and/or consumption of illegal chemical substances and drugs is prohibited.
- If a learner is in possession of prescription medication, a copy of the doctor's script should be kept by the learner at all times.
- The use and/or possession of and/or being under the influence of alcoholic drinks or drugs are forbidden on the school grounds, and will not be tolerated.
- No learner may drink alcohol or use drugs and then enter the school premises.
- Vandalism will not be tolerated and is considered a serious crime.
- Stealing is considered a criminal offence and will be treated as such.
- Throwing or shooting of objects is prohibited.
- No intimidation, threats, racism or violence will be tolerated.

## **Pornographic and other erotic material**

- No pornographic or other erotic material is allowed on the school premises, including material on cellphones.
- Any infringement of this rule will be handled with extreme strictness.

## **Sport participation**

- Learners are required to take part in school sports before they take part in non-school sports at private institutions.
- Learners are expected to be on time for practice.
- The correct sport uniform is expected to be worn at practice as determined by the coach and approved by the school.

- Learners with a certain amount of demerits may be refused participation in practices and matches. Honorary colours/other awards may be withdrawn if poor behaviour continues.

### **AUTHORITY OF TEACHING STAFF**

Each teacher is authorised to deal with a learner who is disruptive, wastes academic time or does not complete his/her homework/classwork in one or more of the following manners:

- Give a warning.
- Give demerits and record it in the recordbook.
- Report to the relevant grade head or principal for further steps.
- Suspending the learner from the class until the learner has given his/her commitment to alter his/her attitude or the misconduct has been rectified. The temporary suspension must be noted and carry the principal's permission.
- Parents will be notified.

### **Forfeiture of awards**

- Awards may be forfeited if a learner is absent from the prize giving ceremony without a legal/valid reason.
- Honorary colours or other awards may be forfeited due to poor behaviour. An award is a privilege, not a right.

### **GENERAL BEHAVIOUR AND DISCIPLINARY HEARING PROCESS**

- The system acknowledges a learners' responsibility towards themselves, their fellow learners and their teachers.
- We endeavor to create an atmosphere of working and learning and any disturbance will not be tolerated.
- The parent/guardian, along with the school, accepts responsibility for the application of punishment if a learner has committed a transgression.
- Each situation will be handled based on merit.
- Assistance to learners is a priority.
- Temporary expulsion is immediate, regardless of tests of extra-mural activities.
- Parents/guardians will always be informed with regard to the punishment of a specific transgression whether by SMS or during a disciplinary hearing.
- Handling of problems:
  - \* Transgressions are recorded as stipulated in the Code of Conduct.
  - \* All problems will be handed by the head of the grade or phase who will, if necessary, refer the matter to the principal.
  - \* All temporary expulsion situations must be confirmed by the principal.

- \* Learners on temporary expulsion or expulsion pending final expulsion are marked absent. Learners forfeit the opportunity to write exams, tests or portfolios as well as their privilege of being a Monitor or attending social activities.
- \* No teacher is under any obligation to provide extra classes after school hours to expelled learners.
- \* This system functions within the limit of the Educational Law.

## **SCHOOL UNIFORM – HIGH SCHOOL**

### **Accommodation of religious or cultural rights**

*Religious practices, conduct or obligation that relate to the core values and beliefs of a recognised religion and that are in conflict with any rule contained in this Code of Conduct will be accommodated by a deviation from the Code of Conduct by the Governing Body.*

- The learner, assisted by the parent, must apply for a deviation from the standard school rules if such rules are in conflict with or infringe on any religious right of the learner.
- This application must be in writing and must identify specific rule(s) that is/are offensive to the learner's religious rights as contained in the Constitution of the Republic of South Africa.
- This application must include a reasonable interpretation of the religious rights that the learner feels are offensive and a suggestion on how the rules may be supplemented by the Governing body/school board to accommodate such religious rights.
- The learner must provide proof that he/she belongs to that specific religion and that the religious practices, rules and obligations that are in conflict with the school's Code of Conduct are his/her true beliefs and commitments.
- The religious conduct or practice must be lawful.
- The Governing Body must consider the application and, if it is satisfied that the application is justified in terms of Constitutional principles, the application will be granted in writing within 14 days.
- When the Governing Body allows for deviations from the standard rules, such deviations must be based on core religious beliefs inherent to the religion, and it must be compulsory for the learner to comply with such beliefs.
- The deviation must specify the exemption from the normal rules and must clearly identify the conduct that will be allowed – e.g. the wearing of a head scarf, including colours and details of design; the growing of a beard; or the wear of a specific hairstyle or jewellery – and the conditions under which such deviation will be applicable to the learner.
- Cultural rights will be considered in the event that they do not relate to a religion, if such cultural rights manifest in conduct of a permanent nature that is compulsory for

the cultural group. This relates to cases where the removal of the cultural jewellery or mark will cause considerable pain to the learner. Normally, cultural rights are exercised through marks and expressions of a temporary nature that are justified for a specific cultural gathering. The learner must convince the Governing Body that his/her cultural rights can be exercised only through a permanent intervention.

- Any request for a deviation from the Code of Conduct based on cultural rights must be in writing and must be based on a process similar to that contained in subparagraphs 1 to 8 above.

**CLOTHES – GIRLS** – Daily inspection can take place.

### **School uniform - Winter**

The official school uniform is available at Trevor Smith and Moolas. Should it be bought from another store, the cut and colour may not differ from the official school uniform.

- Option 1:
  - \* White long-sleeved stiff collar school shirt and school skirt.
  - \* Navy bobby socks. Thick, black stockings for matrics only. School tie (top button fastened).
  - \* School jersey, pullover, school blazer allowed. No drimac or sports jacket.
  - \* School scarf optional. No other scarves allowed.
- Option 2:
  - \* White long-sleeved stiff collar school shirt and school tie (top button fastened).
  - \* Grey ladies' slacks and grey bobby socks.
  - \* School jersey or pullover, school blazer. No drimac.
  - \* School scarf optional. No other scarves allowed.

### **School uniform - summer**

- \* White short-sleeved open collar school shirt and school skirt.
- \* School jersey or pullover or school blazer. No drimac.
- \* Short white socks.

### **General**

- The winter uniform is worn from May to August.
- The summer uniform is worn from September to April.
- Long-sleeve shirts may not be worn in the summer.
- Long-sleeve shirts may not be rolled up.
- Only a plain white shirt may be worn under the school shirt. Jersey sleeves may not be pulled up.
- Sleeves of jerseys and jackets may not be pulled up against the arms.

- School skirts may not be narrowed.  
The length of skirts, from the top to the seam, must be at least 45 cm. No skirts may be rolled up.
- Shoes: black, polishable, lace-up shoes or “baby-doll” type shoes.
- Underwear may not be visible, thus no brightly coloured underwear.
- Slacks must be the correct length and not narrowed or frayed.
- Slacks must be high enough to cover underwear.
- Pullover must be worn under the jersey and not over the jersey.
- Bobby socks may not be worn underneath stockings.
- Provincial or national colours may only be worn on Wednesdays.

## **Hair**

- No extravagant styles or any fad styles are allowed.
- The Management will decide if a hairstyle is acceptable for school.
- Hair may not be dyed.
- Straight hair – one ponytail at the base of the neck/back of the head.
- Braids – only braid from front to back, 5 mm in thickness, no beads at the end of the braids.
- No Rasta extensions.
- Own hair – not buffed up, only narrow alic bands allowed.
- Only hair bands to be used for ponytails and clips.
- Hair must not fall on face (only fringe).
- Hair longer than the collar must be tied back.
- Hair must be kept away from the face with either a headband or clips and not tucked behind the ears.
- Ponytails – one or two neat ponytails, or one or two plaits.
- Hair with gel must be styled neatly – not disheveled and tousled or spiked.
- Hair may not hang down in wisps.
- Hair must be kept clean and neat on a daily basis.
- Any extensions that a girl adds must be the same colour as her natural hair colour.
- Weaved hair must still be tied against the head.
- The function of a hairband (headband) is to keep hair out of the eyes, it is not a fashion accessory.
- Only black, blue or white hairband allowed, without flowers/accessories.

## **Hair accessories**

- Hair bands/alice bands are only allowed in official school colours – navy blue, blue, yellow or white.
- Hair clips may be silver, brown or navy blue.
- Hair elastics must be in official school colours – no other colour is allowed.
- No coloured fashion hair accessories allowed.

## **General**

- Fringes may not be lower than the eyebrows.
- No wisps of hair may be grown in the back of the neck or tucked behind the ears.
- If it is deemed necessary to comb the hair behind the ears, the hair must be tied back or cut.
- Hair must be kept clean and neat.
- Hair extensions, only for girls, must look natural. The same rules apply when it needs to be tied back.

## **Informal Friday dress**

A school jersey or tracksuit top may be worn on Fridays.

Girls: Blue T-shirt with

- denim skirt
- denim three quarter pants
- denim slacks
- fashionable jeans (frayed, embroidered, etc.) are not allowed

with white, blue, navy or black pumps or sandals, or tekkies in neutral colours. No other colours will be allowed.

Boys: Blue T-shirt with

- denim three quarter pants
- long denim pants

with white, blue, navy or black tekkies. No other colours will be allowed.

## **Make-up**

- No make-up of any kind is allowed.

## **Civvies**

- General school rules apply on civvy days, and learners will be sent home if dressed inappropriately.

## **Jewellery**

- Earrings
  - \* Only ringlets or studs may be worn. The ringlets may not be bigger than the new 20c coin, may not be patterned or have anything hanging from it.
  - \* Studs may not be bigger than 3 mm when piercing the ears, only in gold or silver, no stones.
  - \* Only one earring per ear and in the bottom hole.
- Other jewellery

- \* No other forms of piercing e.g. nose, tongue, eyebrow, lip, etc. are allowed.
- \* Only necklaces worn for medical purposes will be allowed.
- \* No bracelets, except for medical purposes will be allowed, including WWJD, copper bracelets or "reach for a dream" bracelets.
- \* No covering of piercings or temporary devices to keep the piercing open is allowed.
- \* Watches may not have any beads or any other colourful strings, straps or charms and may only be worn around the arm.

### **Nails**

- The white of the nail may not be longer than 2 mm or pass the fingertip.
- Only clear nail polish may be worn. Not other colours.
- No false nails may be worn.
- No French manicures are allowed.

### **CLOTHES - BOYS** Inspection every two weeks.

#### **School uniform - Winter**

- White long-sleeved hard collar school shirt with top button fastened and a school tie.
- Grey slacks with grey or black belt.
- Grey school socks with slacks.
- No other colour will be allowed.
- School scarf – optional. No other scarves will be allowed.
- School jersey, pullover, school blazer will be allowed. No drimac/sports jacket.

#### **School uniform – Summer**

- White short-sleeved open collar school shirt.
- Grey slacks or shorts with grey or black belt.
- Long grey socks with shorts, otherwise grey school socks with slacks.

### **General**

- Winter's uniform is worn from May tot August.
- Summer's uniform is worn from September to April.
- Long-sleeved shirts may not be worn in the summer. Long-sleeved shirts' sleeves may not be rolled up.
- Shoes: black, polishable, lace-up school shoes. No slip-on or thick-soled shoes allowed.
- Other official school or provincial blazers may only be worn on Wednesdays.
- Slacks must be the correct length and **not narrowed or frayed**.
- Slacks must be high enough to cover underwear.
- Shirts worn under school shirt may only be plain white. The shirt must not be visible.

- Shirts must always be tucked in.
- Belt and shoe buckles must be small and may not be fashion orientated.
- Pullover to be worn under jersey and not over it.

### **Hair**

- Hair must be neatly cut and well cared for.
- Hair may not touch the ears or be combed in behind the ears.
- No sideburns may extend beyond the middle of the ear. No moustaches allowed.
- Fringes may not hang in the eyes or touch the eyebrows.
- Maximum hair length 5 cm which may not rest on the collar. It must also be thinned out evenly.
- Hair must be a natural colour.
- No gel is allowed.
- No steps may be cut into the hair.
- No dreadlocks or extravagant hairstyles will be allowed. Hair must be a natural, short afro style. Boys may not wear braids.

### **Beard stubble**

- Learners must be cleanly shaved.

### **Nails**

- Nails must be short and neat.

### **Jewellery**

- NO jewellery (watches excluded) including rings, earrings, necklaces, bracelets, eyebrow, nose, tongue or lip rings.
- Necklaces only allowed for medical purposes.
- No bracelets, except for medical purposes. That includes WWJD, copper bands, "reach for a dream" bracelets or tradition-based bracelets.
- No covering of piercings or temporary devices to keep the piercing open is allowed.

### **Inspection**

- An appearance inspection will take place randomly and will be handled by staff members as requested by the principal.

### **General**

- Other official school, provincial or national colours may only be worn on Wednesdays.
- Matric jackets may not be worn on Mondays and Wednesdays.
- Tattoos are unacceptable.



## **LO attire**

- During LO practical, the prescribed LO attire must be worn. It is available from Trevor Smith only. Learners may wear the school track suit in the winter.
- Only tekkies or bare feet are allowed.

## **BEHAVIOUR OF LEARNERS**

- No learners are allowed in a class before school or during break without supervision.
- Stone-throwing, splashing of water, rough games and fighting are prohibited.
- Possession or smoking of any form of tobacco products, consumption of alcoholic beverages, use of habit-forming substances and unacceptable sexual behaviour is prohibited.
- School grounds, buildings and equipment must be utilised with care and consideration.
- Littering of any kind on the school grounds and in school buildings is prohibited.
- Motorcycle drivers may only park in the designated areas, and do so at own risk.
- No holding of hands while in school uniform.
- Greeting with inappropriate hugs prohibited.
- It is expected that learners will strive to realise the ethos of the school.
- Above and beyond the above mentioned school rules, there are also the disciplinary regulations to maintain good discipline and order. The disciplinary regulations are there to contribute to the smooth functioning of the school.

## **SPORT WEAR**

- As determined by the coaches.
- High school learners may wear the prescribed tracksuit top (available at Trevor Smith), but not their formal blazer.

## **DRUGS AND STIMULANTS**

- Should there be any suspicion that a learner may be in possession of or using any drugs, drug testing may take place at any given time.
- Should a learner test positive, the parent will be liable for the cost of the test.
- Should a learner test positive, he/she will have to complete a rehabilitation program at a recognized rehabilitation centre.
- No stimulants may be used for sport.

## **SEARCHES**

- Should there be any suspicion that a learner is in possession of any illegal substance, item, or weapon, he/she will be expected to unpack all his/her possessions, and will be subsequently searched.