

Seatides Combined School code of conduct amendments for year 2022

A. SCHOOL UNIFORM

1. School Blazers / Jerseys
 - 1.1. Black/Navy Blue blazers (Not compulsory owing to cost)
 - 1.2. Plain black/navy blue jersey ("V"-Neck) . No coloured jackets or jerseys are permitted or jackets with hoods.
- 1.3 School Tie

2. ATTIRE:

- 2.1 GIRLS
 - 2.1.1. Navy Blue Skirt (Below Knee-Length). Please note that NO ALTERATIONS should be made to the length of the skirt.
- 2.2. BOYS:
 - 2.2.1. Regular school grey pants. NO BROAD OR SKINNY BOTTOMS ALLOWED.NO NARROWING OF PANTS
- 2.3. PE OUTFIT (BOYS/GIRLS)
 - 2.3.1. Tak kies – only allowed during Lo Sports activity period/training sessions.

SCHOOL UNIFORM FOR FOUNDATION PHASE LEARNERS ONLY

For Grade R LEARNERS Only (SHORTS & Golf-shirt) – Navy Blue Shorts and Red Golf Shirts.
Grade 1 to Grade 3 Learners:

(JANUARY UNTIL JUNE)

GIRLS - Navy Blue Skirt (Below Knee-Length). Please note that NO ALTERATIONS should be made to the length of the skirt.

BOYS:

Regular school grey pants. NO BROAD OR SKINNY BOTTOMS ALLOWED.NO NARROWING OF PANTS
PE OUTFIT (BOYS/GIRLS)

Takkies – only allowed during Life skills, Sports activity period/training sessions.

MONTH OF (JULY TO AUGUST) FOR FOUNDATION PHASE LEARNERS ONLY – School tracksuits – Red golf shirts and takkies.

B

GENERAL APPEARANCE

1. HAIR

- 1.1. Extensions: Only straight black (Shoulder length) and straight up allowed. (Note NOT BIGGER THAN 3mm)
- 1.2. No hair trends set by 'POP STARS', TV/SPORT PERSONALITIES OR FILMSTARS.
- 1.3. No BEANIES/HATS/CAPS
- 1.4. Hair should always be neatly combed/brushed and free of nits and lice.
- 1.5. Black school shoes - No SUEDE SHOES allowed.

2. FINGERNAILS

- 2.1. Nails on both hands must always be short, clean and UNVARNISHED

1. GENERAL Demeanour

- 1.1. Learners must not be in possession of / or under the influence of alcohol, drugs, cigarettes, narcotics.
- 1.2. No learner must be in the possession of any weapon or brandish any instrument that can be used as a weapon or that can be dangerous (e.g. Screwdriver, Needle, Knife)
- 1.3. No learner must be in possession of, or be in the close proximity to pornographic or other undesirable material.
- 1.4. No Learner must be involved in:

a) Littering

b) Lewd behaviour, use of coarse or lewd / rude language

c) Physical / Emotional abuse

d) Vandalism, destruction to/of school property

e) Arrogant, rude or disobedient behaviour

f) Absconding class/lessons, playing truant, repeated late coming to class/ school

g) Dishonesty, maliciousness, cheating in tests

h) Disruption in and out of class, whistling, noise, eating or chewing gum in class

i) Failure to produce homework or school work

j) Possession/Consumption/ Under Influence of alcohol, drugs, cigarettes, narcotics

1.5. Areas out of bounds must be adhered to strictly.

1.6. Any reasonable instructions given by RCL, Department Officials, Facilitators, Educators and other staff members of the school must be obeyed.

Learners must at all times display best manners and be co-operative in effort to further the interests of our school by preventing littering, rowdiness, disrespectful behaviour etc. by either helping correct the wrong behaviour of the culprit or reporting him/her to responsible peers or adults.
Discipline

2. NOT PERMITTED AT SCHOOL

- 2.1. No Gambling
- 2.2. No Learner is allowed to sell items at school unless it is a fund-raising activity authorised by the School Principal. It is also an offence if a learner purchases any item from another learner. Goods and cash in their possession will be confiscated, and parents called.
- 2.3. No Hooded jackets / No fancy jackets / No coloured jackets allowed in school except plain navy blue and black.
- 2.4. Sharing of Water bottles/Bottles/Cups not permitted in school
- 2.5. Not to engage in verbal, relational, or physical bullying or cyber bullying. (Please refer to pledge against bullying).
- 2.6. No Violent and Aggressive behaviour.
- 2.7. No Sexual Misconduct.
- 2.8. No Tattoos
- 2.9. No learners in classrooms during the Breaks, except with an Educator.

3. SCHOOL FEES AND RE-REGISTRATION

- 3.1.Re-Registration fees will be payable during period indicated by school (30 September) if the learner is continuing his/her studies at Seatides Combined.
- 3.2. Re-Registration fees goes towards school fees of the learner.
- 3.3. R200 LEVY is collected by school , from all learners coming to school for the first time.

4. MEDICAL TREATMENT AND EMERGENCIES

- 4.1. No medication is allowed in school or to be kept with learner without PRIOR CONSENT granted by the School Principal together with a Medical Note from the Doctor.

5. MISCELLANEOUS

- 5.1. No Ball games may be played anywhere near or in the school buildings except school grounds only during PE with Educator Supervision.
- 5.2. No Learner allowed to bring sports equipment to school, if not representing the school. Learner's sport equipment will be confiscated if brought to School and released at end of the year.
- 5.3. Breakages/damage/detracting of equipment or of any school property will be charged to the Parent's account.

6. MEETINGS AND COMMUNICATION

- 6.1. Parent to make appointment first before reporting to school to avoid unnecessary wait or not being attended to for the day.
- 6.2. Only Parents and Legal Guardian (Proof of legal guardianship must be provided to school) will be attended to regarding any matter related to their child/ward.
- 6.3. Parents will speak to the Grade Controller/Head of Department first with regard to the problem/Compliant. Thereafter if the matter remains unresolved it will be dealt by the Deputy Principal/Principal. This protocol must be adhered to strictly.

PARENT POSTING OF INFORMATION ON SOCIAL MEDIA

- 6.4. Parents are reminded to contact the school with regard to any matter that affects the EDUCATION of their child.
- 6.5. The school is obligated to discuss all issues raised by a parent to ensure the child is able to learn without hindrance. Therefore parents are to refrain from any negative comments on SOCIAL MEDIA PLATFORMS without discussing the issues with the school.
- 6.6. Parents who are guilty of this can face sanction from the School / School Governing Body or the matter will be reported to the Department of Education. This does not prevent any individual that is affected from pursuing a civil action as well against the Defamatory Social Media Post.

7. CO-CURRICULAR

- 7.1. If learner has poor conduct record, learner will be excluded from attending excursions and participating in any extra-curricular activities.

8. ANTI-SOCIAL BEHAVIOUR

- 8.1. No Learners are allowed to bring 3rd Party involvement (e.g. Elder brother/Sisters, cousins etc.) to resolve school matters. Matters to be reported and dealt by school SMT and PARENTS/GUARDIANS.

9. SEARCHES /RAIDS IN SCHOOL

- 3.2. Regular Searches / Raids conducted on regular basis by SMT and SAPS as per SA SCHOOLS ACT.

- (a) The school governing body may suspend or extend the suspension of a learner from school for a period of not more than 14 school days;
- (b) the governing body must, however, inform the learner and his or her parent/s in writing of the decision to suspend the learner while awaiting the decision of the Head of Department;
- (c) the learner must continue to receive schooling with the support of the parent/s and the school at the same school;
- (d) the school must ensure that the learner has access to learning material and resources; and
- (e) the parent will be responsible for ensuring that the learner utilises whatever provision is available for the learner to access education.

10. LATE COMING

10.1. Learners must report to school between 07:20 and 07:40. Assembly commences at 07:40. SCHOOL GATES WILL BE LOCKED AT 07:40.

10.2. Late Comers must present a letter from Parent/Guardian providing a reason for late arrival and contact details of Parent/Guardian or Parent/Guardian may call at school with their Child/Ward.

10.3. Repeat offences – Disciplinary procedures will be followed.

11. LEAVE TAKING

11.1. If leave is requested for valid reason then Parent/Guardian must send a request in writing requesting leave and also come personally to pick up the child.

11.2. If Parent/Guardian is unavailable to come, then the parent/Guardian must send a request in writing requesting leave and also their contact details. Provide the name and ID number of the person who will collect the learner.

11.3. The person coming to school to fetch your child/ward must produce a Drivers Licence or Identity Document.

12. TOILET POLICY

12.1. Learner's will get permission from their Educator to use the toilet.

12.2. Any learner found out of classroom during teaching time, without consent given from Educator will face Disciplinary action.

12.3. Any learner who has a medical condition and requires to use the toilet often must produce a medical note to the school at the beginning of the year/admission.

13. CELLPHONE AND ELECTRONIC DEVICE POLICY

The blatant disregard for School rules and the School's Code of Conduct by some learners has become a source of great concern to Management, Staff and School Governing Body. While it is common knowledge that electronic devices are not allowed at this School, some learners still choose to flout these rules and sometimes even go as far as bringing the school into disrepute. **LEARNERS ARE PROHIBITED FROM CARRYING ANY ELECTRONIC DEVICE TO SCHOOL, UNLESS SANCTIONED BY THE SCHOOL PRINCIPAL.**

The possession and/or use of electronic devices such as cellular phones, notebooks, tablets, I-pads, smartwatches, fit bit watches, activity tracker, electronic watches, laptops, electronic cigarettes,(Vape, twist, vuse etc.) or similar electronic devices is prohibited.

This is clearly enunciated in the School's Code of Conduct. Not only is the possession of electronic devices a transgression of the School's Code of Conduct, it constitutes an irregularity in terms of testing and examination rules.

Should any learner be found in possession of the following, the sanctions shall be as follows:

- The electronic device will be confiscated and will only be released to the parent after a fine of R1000 is paid.**
- NB. A R1000 fine will be paid if any one or more devices is found in possession of a learner whilst on school premises.**
- No smart watches/electronic devices allowed in examination rooms, clocks are provided in the examination/testing room.**
- If this offence is repeated then it will be released at the end of the year on payment of R2000, to parents only.**
- The school shall not be held responsible for the loss of any prohibited items at the school.**

Should it be conclusively established that the learner was in UNLAWFUL possession of electronic goods during the writing of a test or examination then the learner stands to be penalised at the discretion of the Management, after a hearing.

We are appealing to all parents to ensure that their children comply with the School's Code of Conduct in all respects

10. Serious Misdemeanour's

10.1. Learner's involved in Serious Misdemeanours matter will immediately be referred to Tribunal

- (1) The following offences shall constitute serious misconduct in schools and may lead to the suspension or expulsion of a learner from a school:
- (a) All forms of bullying;
 - (b) Contravening a school's cell phone policy;
 - (c) Use, sale or possession of illegal drugs and intoxicating substances;
 - (d) Committing any form of irregularity relating to examinations;
 - (e) Threats or acts of violence towards fellow learners, educators, members of staff and any other person on school property;
 - (f) Damage to school property;
 - (g) Deliberate and serious undermining of the authority of the principal, educators and members of staff;
 - (h) All forms of harassment;
 - (i) Racism in any form;
 - (j) Robbery;
 - (k) All forms of theft excluding petty theft and theft that is classified as a minor offence in the school's code of conduct;
 - (l) distribution, possession or viewing of obscene or pornographic material;
 - (m) Sexual coercion (any acts used or aimed at procuring sexual favours);
 - (n) Sexual activities (sex related activities amongst learners or between learners and educators, between learners and members of staff or between learners and any other person including those persons involved in a school activity)
 - (o) Sexual assault (sex related acts including flashing, groping, rape and indecent assault);
 - (p) Any initiation practices;
 - (q) Using, selling or being in possession of dangerous objects for non -educational purposes, which can cause harm or be used to threaten or cause harm to others; and
 - (r) Acts of xenophobia.
- The list of serious offences in clause (10) above is not exhaustive and schools may include any other offences that may arise from time to time.
- Minor offences that are contained in a school's code of conduct, and are contravened more than three (3) times by a learner, shall be dealt with as serious offences.

Sanctions

- (1) The following sanctions may be imposed by a governing body on a learner who is found guilty of serious misconduct -
- (a) Suspension from the school for not more than seven school days;
 - (b) Any other sanction contemplated in the school's code of conduct; or
- (2) The school governing body must inform a learner, who is found guilty, of the following in writing -
- (a) The sanction imposed;
 - (b) The reasons for such decision; and
 - (c) The learner's right of appeal to the Head of Department against the sanction imposed by the governing body (excluding expulsion).

THE SANCTIONS FROM THE DEPARTMENT STILL APPLIES TOGETHER WITH THE FOLLOWING SANCTIONS APPROVED BY THE SGB

GRADE 1 OFFENCE – CLEANING SCHOOL GARDEN, PICKING UP LITTER
GRADE 2 OFFENCES– SWEEPING ASSEMBLY AREA AND SCHOOL CLASSROOMS
GRADE 3 OFFENCES – WASHING SCHOOL WINDOWS
GRADE 4 OFFENCES - WASHING SCHOOL WINDOWS, CLEANING SCHOOL WALLS, CLEANING CLASSROOMS, AND ANYTHING DEEMED NECESSARY FROM MANAGEMENT AND SGB.

Expulsion

- (1) A learner who is found guilty of serious misconduct can only be expelled by the Head of Department on the recommendation of a governing body. The recommendation must be submitted in a manner determined by the Head of Department.
- (2) Pending the decision of the Head of Department -

SIMPLIFIED GUIDELINES – COVID 19 PROTOCOLS

- * Mask to be worn at all times
- *During school hours – strict adherence to Covid-19 Protocols: - social distancing, regular screening,regular hand wash and/or use of sanitizers, proper wearing of face masks.
- *Mask breaks under controlled environment. Mask breaks can only be allowed in open spaces where social distancing can be observed.
- *During breaks – observe social distancing
- *Children to be provided with catch up programmes should they miss classes due to Covid-19.

SICK LEARNERS -PROCEDURE

*Learners and everyone else who display any of the Covid-19 or flu symptoms **must be isolated immediately** and be referred to the local health facility/doctor.

***Parents/Guardians must NOT send children to school when they are unwell or showing symptoms.**

***Parents/Guardians to inform school if a child is positive.**

***LEARNERS TO ISOLATE FOR 7 DAYS, If positive with symptoms.**

*Schools must report positive and suspected cases immediately to the Circuit Managers and local health officials for guidance.

*Principals to report Covid-19 cases to the Circuit Manager immediately.

*Schools must involve local health facilities whenever they suspect Covid-19 cases within schools.

*Regular cleaning of commonly touched surfaces is essential.

*Social distancing at all times is critical.

*Hand sanitizer, soap and water should be available in common places.

*Learners must avoid sharing items with classmates.

Yours in Education



Principal: MR.K.Govender

IMPORTANT NOTICE

**SCHOOL CODE OF CONDUCT WAS ADOPTED ON THE 15/03/2022 BY THE
FULL COUNCIL OF THE SCHOOL GOVERNING BODY**

KWA ZULU DEPT. OF EDUCATION
SEATIDES COMBINED SCHOOL
P.O. BOX 124 DESAI NAGAR 4405
TELEPHONE: 032 943 3082

SIMPLIFIED GUIDELINES – COVID 19 PROTOCOLS

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Yours in Education



Principal: M.R.K.Govender

**KWA ZULU DEPT. OF EDUCATION
SEATIDES COMBINED SCHOOL
P.O. BOX 124 DESAI NAGAR 4405
TELEPHONE: 032 943 3082**

IMPORTANT NOTICE

All Parents/Guardians are hereby informed to peruse the schools code of conduct and forward their comments/suggestions to school, on the sheet provided.

The closing date for all comments/suggestions is **01 MARCH 2022**

These can be forwarded to the school clerk or emailed to:
info@seatidescombinedschool.co.za

Seatides Combined School code of conduct amendments for year 2020

A SCHOOL UNIFORM

1. School Blazers / Jerseys
- 1.1. Black/Navy Blue blazers (Not compulsory owing to cost)
- 1.2. Plain black/navy blue jersey ("V"-Neck). No coloured jackets or jerseys are permitted

2. ATTIRE:

2.1 GIRLS

2.1.1. Navy Blue Skirt (Below Knee-Length). Please note that NO ALTERATIONS should be made to the length of the skirt.

2.2. BOYS:

2.2.1. Regular school grey pants: **NO BROAD OR SKINNY BOTTOMS ALLOWED, NO NARROWING OF PANTS.**

2.3. PE OUTFIT (BOYS/GIRLS)

2.3.1. Takkies – only allowed during Lo Sports activity period/training sessions.

B

GENERAL APPEARANCE

1. HAIR

1.1. Extensions: **Only straight black** (Shoulder length) and straight up allowed. (Note NOT BIGGER THAN 3mm)

1.2. No hair trends set by 'POP STARS', TV/SPORT PERSONALITIES OR FILMSTARS.

1.3. No BEANIES/HATS/CAPS

1.4. Hair should always be neatly combed/brushed and free of nits and lice.

2. FINGERNAILS

2.1. Nails on both hands must always be short, clean and UNVARNISHED

1. GENERAL Demeanour

1.1. Learners must not be in possession of / or under the influence of alcohol, drugs, cigarettes, narcotics.

1.2. No learner must be in the possession of any weapon or brandish any instrument that can be used as a weapon or that can be dangerous (e.g. Screwdriver, Needle, Knife)

1.3. No learner must be in possession of, or be in the close proximity to pornographic or other undesirable material.

1.4. **No Learner must be involved in:**

- a) Uttering
 - b) Lewd behaviour, use of coarse or lewd / rude language
 - c) Physical / Emotional abuse
 - d) Vandalism, destruction to/of school property
 - e) Arrogant, rude or disobedient behaviour
 - f) Absconding class/lessons, playing truant, repeated late coming to class/ school
 - g) Dishonesty, maliciousness, cheating in tests
 - h) Disruption in and out of class, whistling, noise, eating or chewing gum in class
 - i) Failure to produce homework or school work
 - j) Possession/Consumption/ Under Influence of alcohol, drugs, cigarettes, narcotics
- 1.5. Areas out of bounds must be adhered to strictly.
- 1.6. Any reasonable instructions given by RCL, Department Officials, Facilitators, Educators and other staff members of the school must be obeyed.

Learners must at all times display best manners and be co-operative in effort to further the interests of our school by preventing littering, rowdiness, disrespectful behaviour etc. by either helping correct the wrong behaviour of the culprit or reporting him/her to responsible peers or adults.

2. NOT PERMITTED AT SCHOOL

2.1. No Gambling

2.2. No Learner is allowed to sell items at school unless it is a fund-raising activity authorised by the School Principal. It is also an offence if a learner purchases any item from another learner. Goods and cash in their possession will be confiscated.

2.3. No Hooded jackets / No fancy jackets / No coloured jackets allowed in school except plain navy blue and black.

2.4. **Sharing of Water bottles/Bottles/Cups** not permitted in school

2.5. Not to engage in verbal, relational, physical bullying, emotional, or cyber bullying. (Please refer to school pledge against bullying).

2.6. No Violent and Aggressive behaviour.

2.7. No Sexual Misconduct.

3. SCHOOL FEES AND RE-REGISTRATION

Re-Registration fees will be payable during period indicated by school (30 September) if the learner is continuing his/her studies at Seatides Combined.

3.1. Learners who have poor conduct record, Admission will be pending until interview with the Disciplinary Committee of the School Governing Body.

3.2. Regular Searches / Raids conducted on regular basis by SMT and SAPS

4. MEDICAL TREATMENT AND EMERGENCIES

4.1. **No medication is allowed in school or to be kept with learner without PRIOR CONSENT** granted by the School Principal together with a Medical Note from the Doctor.

5. MISCELLANEOUS

5.1. No Ball games may be played anywhere near or in the school buildings except school grounds only during P E with Educator Supervision.

5.2. No Learner allowed to bring sports equipment to school, Learner's sport equipment will be confiscated if brought to school and released at end of the year.

6. MEETINGS AND COMMUNICATION

6.1. Parent to make appointment first before reporting to school to avoid unnecessary wait or not being attended to for the day.
6.2. Only Parents and Legal Guardian (Proof of legal guardianship must be provided to school) will be attended to regarding any matter related to their child/ward.

7. CO-CURRICULAR

7.1. If learner has poor conduct record, learner will be excluded from attending excursions and participating in any extra-curricular activities.

8. ANTI-SOCIAL BEHAVIOUR

8.1. No Learners are allowed to bring 3rd Part Involvement (e.g. Elder brother/Sisters, cousins etc.) to resolve school matters. Matters to be reported and dealt by school SMT.

9. Serious Misdemeanours

9.1. Learner's involved in Serious Misdemeanour's, matter will immediately be referred to Tribunal

10. LATE COMING

10.1. Learners must report to school between **07:20 and 07:40. Assembly commences at 07:40. SCHOOL GATES WILL BE LOCKED AT 07:40.**

10.2. Late Comers must present a letter from Parent/Guardian providing a reason for late arrival and contact details of Parent/Guardian or Parent/Guardian may call at school with their Child/Ward.

10.3. Repeat offences – Disciplinary procedures will be followed.

11. LEAVE TAKING

11.1. If leave is requested for valid reason then Parent/Guardian must send a request in writing requesting leave and also come personally to pick up the child.

11.2. If Parent/Guardian is unavailable to come, then the parent/guardian must send a request in writing requesting leave and also their contact details; Provide the name and ID number of the person sent.

11.3. The person coming to school to fetch your child/ward must produce a **Drivers Licence or Identity Document.**

12. TOILET POLICY

12.1. Learner's will get permission from their Educator to use the toilet, thereafter, the learner will report to the office, sign the book first then use the office toilet. **All learner's toilets will be locked during class time.**

12.2. Any learner found out of classroom during teaching time, without pass given from Educator or without signing book at office will face Disciplinary action.

13. CELLPHONE AND ELECTRONIC POLICY

The blatant disregard for School rules and the School's Code of Conduct by some learners has become a source of great concern to Management, Staff and School Governing Body. While it is common knowledge that electronic goods are not allowed at this School, some learners still choose to flout these rules and sometimes even go as far as bringing the school into disrepute. This is unacceptable! **Learners are PROHIBITED FROM CARRYING ANY ELECTRONIC GOODS TO SCHOOL.**

This is clearly enunciated in the School's Code of Conduct. Not only is the possession of electronic goods a transgression of the School's Code of Conduct, it constitutes an irregularity in terms of testing and examination rules.

Should any learner be found in possession of the following, the sanctions shall be as follows:

- **The electronic goods will be confiscated and will only be released to the parent after a fine of R2000 is paid.**
- **If this offence is repeated then it will be released at the end of the year on payment of R2000, to parents only.**

Should it be conclusively established that the learner was in possession of the electronic goods during the writing of a test or examination then the learner stands to be penalised at the discretion of the Management.

We are appealing to all parents to ensure that their children comply with the School's Code of Conduct in all respect

YOUTH EDUCATION U DEPT. OF EDUCATION
SEATIDES COMBINED SCHOOL
Principal: M.B.K Sovender
P.O. BOX 124 DESAI NAGAR 4405
TELEPHONE: 032 943 3082

ACKNOWLEDGE AND RETURN: AMENDED SCHOOL CODE OF CONDUCT YEAR 2020

I, _____ Parent / Guardian of _____
In Grade _____ have read and understood the school code of conduct. I undertake to monitor the conduct of my child on a regular basis in accordance with the policy to ensure that my child/ward complies with the code of conduct of Seatides Combined.

Parent/Guardian Signature _____

Date: _____

Detach amended code of conduct and keep for future reference



Seatides Combined School

Forward with Education

LEARNER CODE OF CONDUCT as amended in 2019 (Rest remains as is)

2. **VALUES THAT WE ASPIRE TO SHARE AT SEATIDES COMBINED**
 - Nation Building
6. **DRESS CODE AND SCHOOL UNIFORM**
 - As learners at Seatides Combined School represent a very wide socio-economic spectrum, the principle of uniformity is strictly adhered to in order to diminish competition based on wealth. Learners are encouraged rather to express their individuality through their skills and intellect.

- Regular checks are held to enforce uniformity

Acceptable Hairstyles:

Girls

NO FANCY BUNS (NO Tendrils, NO LOOSE HAIR/ NO HIGH TOP BUNS, Girls that have layered hair are not allowed to use a bun
HAIR NEATLY BRAIDED (ONLY BLACK IN COLOUR)
NEAT EXTENSIONS (Only Black and OF AN ACCEPTABLE LENGTH, longer than shoulder length to be tied)
RELIGIOUS CHAINS (TO BE WORN INSIDE SCHOOL UNIFORM, NOT EXPOSED)
Braids are only allowed for learners who have restricted hair growth provided that permission is granted by the school Principal first.
Only silver/gold dainty (1/2c diameter studs allowed)
Only one pair of earrings allowed on Ear Lobe

Boys

Short, neat haircut, no design paths/UNIFORM LENGTH (SCHOOL BOY HAIRCUT)
• **NOT TO BE SHORT ON THE SIDE AND LONG ON TOP**

Acceptable Uniform:

All Learners

Black school shoes-NO SUEDE SHOES
Watches – NO SMART WATCHES
Takkies for P.E. (SAFE KEEPING –CHILD'S RESPONSIBILITY), **To be carried for P.E. ONLY**
T-shirt to be worn inside school uniform (Black and White Only)

Girls

NAVY BLUE Socks
Full stockings (Navy Blue or Black, No Knee –High Stockings Allowed, no fancy stocking allowed)
No longer length School Jerseys allowed

Boys

No facial hair [must be clean shaven] EXCEPT MUSLIM LEARNERS, BEARDS MUST BE TRIMMED NEATLY
No earrings allowed and other piercings allowed.

NOT Permitted at school:

BELLY RINGS
NO HOODED JACKETS/NO FANCY JACKETS
FIDGET SPINNERS/TOYS/Marbles
CELLPHONES
Playing Cards
SMART WATCHES
ELECTRONIC GADGETS (MP3 PLAYERS, DVD PLAYERS, BOOM BOX, LAPTOPS)
DANGEROUS WEAPONS (KNIVES, GUNS, SHARP OBJECTS, LIGHTERS, MATCH STICKS, KNUCKLE DUSTERS)
NO DRUGS, ALCOHOL, CIGARETTES, ELECTRONIC CIGARETTE (TWISP, VAPE), NO SUBSTANCE ABUSE

SCHOOL FEES AND RE-REGISTRATION

- RE-Registration fees will be payable at the end of the year for the new year if the learner will be continuing his/her studies at Seatides Combined School.
- RE-Registration form must be completed and lodged with the school before the start of the New Year.

SOCIAL MEDIA POLICY

School will not accept any posting (both positive or negative) relating to school matters including comments on Educators, Learners, Parents or other personnel at Seatides Combined School without consent of the SCHOOL PRINCIPAL.
Anyone indulging in the above will face disciplinary action including opening a case with the South African Police Services.

CELLPHONE AND ELECTRONIC POLICY

The blatant disregard for School rules and the School's Code of Conduct by some learners has become a source of great concern to Management, Staff and School Governing Body. While it is common knowledge that electronic goods are not allowed at this School, some learners still choose to flout these rules and sometimes even go as far as bringing the school into disrepute. This is unacceptable! **Learners are PROHIBITED FROM CARRYING ANY ELECTRONIC GOODS TO SCHOOL.**

This is clearly enunciated in the School's Code of Conduct. Not only is the possession of electronic goods a transgression of the School's Code of Conduct, it constitutes an irregularity in terms of testing and examination rules.

Should any learner be found in possession of the following, the sanctions shall be as follows:

- *The electronic goods will be confiscated and will only be released to the parent after a fine of R500 is paid.*
- *If this offence is repeated then it will be released at the end of the year on payment of R1000, to parents only.*

Should it be conclusively established that the learner was in possession of the electronic goods during the writing of a test or examination then the learner stands to be penalised at the discretion of the Management.

We are appealing to all parents to ensure that their children comply with the School's Code of Conduct in all respect

Yours in Education.


PRINCIPAL

KWA ZULU DEPT. OF EDUCATION
SEATIDES COMBINED SCHOOL
P.O. BOX 124 DESAI NAGAR 4405
TELEPHONE: 032 943 5082



Seattides Combined School

Forward with Education

LEARNER CODE OF CONDUCT as amended for adoption in 2018

2. **VALUES THAT WE ASPIRE TO SHARE AT SEATTIDES COMBINED**
 - Nation Building
6. **DRESS CODE AND SCHOOL UNIFORM**
 - As learners at Seattides Combined School represent a very wide socio-economic spectrum, the principle of uniformity is strictly adhered to in order to diminish competition based on wealth. Learners are encouraged rather to express their individuality through their skills and intellect.
 - Regular checks are held to enforce uniformity

Girls

NO FANCY BUNS (NO Tendrils, NO LOOSE HAIR/ NO HIGH TOP BUNS, Girls that have layered hair are not allowed to use a bun
HAIR NEATLY BRAIDED (ONLY BLACK IN COLOUR)
NEAT EXTENSIONS (Only Black and OF AN ACCEPTABLE LENGTH, longer than shoulder length to be tied)
RELIGIOUS CHAINS (TO BE WORN INSIDE SCHOOL UNIFORM, NOT EXPOSED)
Braids are only allowed for learners who have restricted hair growth provided that permission is granted by the school Principal first.
Only silver/gold dainty (1/2c diameter studs allowed)
Only one pair of earrings allowed on Ear Lobe

Boys

Short, neat haircut, no design paths/UNIFORM LENGTH (SCHOOL BOY HAIRCUT)

Acceptable Uniform:

All Learners

Black school shoes-NO SUEDE SHOES
Watches – NO SMART WATCHES
Takkies for P.E. (SAFE KEEPING –CHILD'S RESPONSIBILITY)
T-shirt to be worn inside school uniform (Black and White Only)

Girls

NAVY BLUE Socks
Full stockings (Navy Blue or Black, No Knee –High Stockings Allowed, no fancy stocking allowed)
No longer length School Jerseys allowed

Boys

No facial hair [must be clean shaven] EXCEPT MUSLIM LEARNERS, BEARDS MUST BE TRIMMED
NEATLY
No earrings allowed.

NOT Permitted at school:

BELLY RINGS
NO HOODED JACKETS/NO FANCY JACKETS
FIDGET SPINNERS/TOYS/Tops/Marbles
CELLPHONES
Playing Cards
SMART WATCHES
ELECTRONIC GADGETS (MP3 PLAYERS, DVD PLAYERS, BOOM BOX, LAPTOPS)
DANGEROUS WEAPONS (KNIVES, GUNS, SHARP OBJECTS, LIGHTERS, MATCH STICKS, KNUCKLE DUSTERS)
NO DRUGS, ALCOHOL, CIGARETTES, ELECTRONIC CIGARETTE (TWISP, VAPE), NO SUBSTANCE ABUSE

SCHOOL FEES AND RE-REGISTRATION

- RE-Registration fees will be payable at the end of the year for the new year if the learner will be continuing his/her studies at Seatides Combined School.
- RE-Registration form must be completed and lodged with the school before the start of the New Year.

SOCIAL MEDIA POLICY

School will not accept any posting (both positive or negative) relating to school matters including comments on Educators, Learners, Parents or other personnel at Seatides Combined School without consent of the SCHOOL PRINCIPAL.
Anyone indulging in the above will face disciplinary action including opening a case with the South African Police Services.

CELLPHONE AND ELECTRONIC POLICY

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We are appealing to all parents to ensure that their children comply with the School's Code of Conduct in all respect



Kwena Education DEPT. OF EDUCATION

SEATIDES COMBINED SCHOOL
P.O. BOX 124 DESAI NAGAR 4405
TELEPHONE: 032 943 3082



Seattides Combined School

Forward with Education

LEARNER CODE OF CONDUCT

1. MISSION STATEMENT

Seattides Combined School's Mission is to maintain and nurture its position as a centre of learning through a constructive partnership with learners, parents/guardians and educators, in the pursuit of educational excellence.

2. VALUES THAT WE ASPIRE TO SHARE AT SEATTIDES COMBINED

- Respect for others
- A sense of responsibility
- Honesty, integrity and accountability
- Pride in self, work and school
- Self-discipline

3. THE SCHOOL'S VISION

In pursuing excellence, we strive to adopt a holistic approach to education, optimizing full potential for life in a multi-cultural and technologically advancing world.

4. STRATEGIC GOALS

- To promote quality education to learners via a committed band of educators, the nurturing of a dynamic parent/guardian and educator partnership and effective liaison with the community, business organizations and non-government organizations;
- To instill self-discipline and uphold norms by maintaining a balanced education and promoting equal opportunities for all;
- To stimulate academic interest and encourage extra/co-curricular enthusiasm by creating a healthy environment conducive to interactive, exploratory, informative teaching and learning;
- To develop critical thought, problem solving techniques, team spirit and effective action;
- To conscientise learners regarding human rights and environmental justice;
- To ensure that learners develop spiritually by respecting themselves, their parents/guardians, their educators, their peers, their community and the universe;
- To manifest love, compassion and selfless service in a practical and positive manner;

5. AIM OF THE CODE

The code of conduct adopted aims to establish a disciplined and purposeful learning environment, dedicated to facilitating effective teaching and learning in our school. It is committed to ensure the inculcation of positive discipline amongst learners so that they exhibit exemplary behaviour, such as, self-control, obedience, responsibility, respect and tolerance of others, thereby equipping our learners with positive attitudes, knowledge and skills so that they become worthy citizens. It is designed to promote the civic responsibilities of the school and to reflect and uphold moral standards and values with focus on human dignity, respect and consideration for others.

6. DRESS CODE AND SCHOOL UNIFORM

- As learners at Seattides Combined School represent a very wide socio-economic spectrum, the principle of uniformity is strictly adhered to in order to diminish competition based on wealth. Learners are encouraged rather to express their individuality through their skills.
- Regular checks are held to enforce uniformity

Acceptable Hairstyles:

Girls

Unpermed, untinted ,Not layered
Black or white ribbon
Black or navy blue scrunchies
Longer than collar length hair to be tied-Shoulder length hair. Must be tied.
Longer than shoulder length hair to be plaited. No side plaits allowed. No Side ponytails allowed.
Hair away from face & forehead
Black or navy blue clips or Alice bands. No fancy clips or Alice Bands allowed.
Black or navy blue hair bands
No Buns allowed
Hair neatly braided.
No fancy hair-do's (layers,angle bobs,etc).No Extensions allowed.
Fringe/Bangs must be gripped away from eyes.
No puff hairstyles allowed.
No double earrings allowed

Boys

Unpermed, untinted
No excessive gel, vaseline, wax
Short, neat haircut, no design paths
Neat blended wedges will be allowed
Side burn - no longer than mid ear lobe

Acceptable Uniform:

All Learners

Black/navy jersey or blazer
School tie to be neatly tucked at the back of neck
Black school shoes
Watches – band black/silver, no bright colour and no charms allowed.
Black/Navy blue shorts and T shirts or black/navy blue Track suits for P.E.
Takkies for P.E.
Contact lenses – tested (clear)
Plain black/ navy anoraks on rainy days
Aids, Blood donor, RCL, Prefect badges and any other badges approved by the school
Only Black or white t-shirt to be worn inside school uniform.

Girls
Navy blue skirt [below knee length] White school shirt [shirt to be tucked in and learner must wear a tie] Only white or black tshirt to be worn inside uniform. White school shirt with School monogram Black/navy blue school socks/stocking/navy anklets Navy blue cotton pants – no slits [skirt to be of knee length]
Boys
School grey pants- No Broad or Skinny bottoms allowed. School grey socks Plain Black belt- No fancy belts and Fancy Buckles allowed. No facial hair [must be clean shaven] No earrings allowed.

NOT Permitted at school:

- Fancy hairstyles (mohawks, distinct wedges, hair extensions,coloured hair extensions)
- Fancy hair grips and head bands
- Studded belts, skirts, blouses
- Coloured stretch belts
- Short skirts
- Long nails
- Painted nails
- Make Up / Cosmetics (eye liners, eye shadow, foundation, lip stick, coloured lip gloss)
- No piercings besides ears (ONE piercing on each ear lobe)
- Jewellery (multiple earrings, nose rings; hand, neck and ankle chains; finger/thumb rings, woodstock bands; coloured hand bands and support bands) –No Chains,Handchains,pendants allowed.If for religious purposes a letter needs to be produced from the Religious Leader explaining the reasons .
- Informal Pants (Yanks/Collies)
- Charcoal Grey or Black Pants
- Secret socks
- Defaced ties
- Ornaments for ties
- Ties hanging loosely
- Belts at hips
- Shirts hanging out of pants/skirts
- Gold tooth / slit / shapes
- Tattoos
- Loop Earrings
- No dots allowed
- No red/pink/gloss Lebello
- No Mendi allowed
- No Tongue rings/eyebrow piercings/nose rings
- No Tommies/converse /high top boots/fancy shoes

7. ABSENCE, LEAVE, LATE-COMING AND BOUNDS

- o The academic school day starts at 7:40 and ends at 14:20 [Monday to Friday]. These times exclude extramural activities
- o Learners must be punctual at all times, including change-over between classes
- o No person is allowed to be absent without the prior consent of the Management
- o Short term absence: If a learner is absent from school for a period of 1-3 days, then a letter bearing the signature and contact number is required to explain absence or to

- o produce a medical certificate
- o Long term absence: If a learner is unable to attend school for a lengthy period of time owing to some illness hospitalization the parent must inform the school immediately [in person, telephone, letter or fax]. A doctor's note can follow when the child\ward returns to school
- o Irregular attendance and or a pattern of absence: Parents\Guardians will be called to school to explain reason\s
- o Observe regulations that specify areas that are out of bounds or where access is restricted to certain time. No learner may leave school at any time except with the permission of the Management. In cases where tests or examinations are scheduled a medical certificate must be produced
- o Any appointments [medical, dental or other] should not, where practicable, be scheduled during normal school hours
- o No learner may leave the school premises during the course of the school day
- o No pupil will be granted leave unless his\her parent\guardian calls at school personally to accompany him\her home. He\she will only be allowed to leave school in the company of another person if prior and personal arrangements have been made with the school's management
- o The school keeps comprehensive records of all absence or leave or late-coming
- Learners report late to school must report to the Office before entering class
- When parents request leave for medical reasons, a medical note must be produced by the learner the following day.
- If parents call at school to take leave for his/her child\ward due to him or her being unwell or other reasons, Leave will not be granted for their siblings and learners that they transport.

MISCELLANEOUS

- o Breakages of equipment or of any school property\ vandalism will be charged to parents\guardians account.
- o The classrooms, corridors and school grounds must be kept tidy. No littering is allowed
- o Food may only be consumed at break times. Eating in classrooms, corridors or offices, is strictly forbidden. Chewing of gum is not allowed at any time.
- o No ball games may be played anywhere near or in the school buildings except school ground
- o The possession or use of tape recorders, CD players\radios, the phones or other valuable items is prohibited. Any such items will be confiscated. The school cannot be held responsible for the loss of any such item at the school.

MEDICAL TREATMENT & EMERGENCIES

- o The office telephone may be used only in extreme emergency
- o Only in the case of an emergency will a personal message be relayed to any learner by the office
- o Essential first aid will be provided to learners in case of emergency but the school absolves itself of any repercussions or litigation thereof. No medication will be administered to learners
- o The sick room is available for any learner who is ill and cannot continue with normal class activities. Permission to enter the sick room has to be granted by the office staff, at their discretion
- o In cases of medical emergency, that is, where consultation by a doctor or treatment in a medical institute is required, the school will contact the parents\guardians or next of kin, where practicable, as soon as possible. Any costs incurred will be paid for by the parents\guardians. Please ensure that medical aid details are always available to the school. Parents are to specify whether their child should go to a municipal\private hospital,

TEXTBOOKS AND STATIONERY

- o Textbooks are issued to each learner at the beginning of the year
- o Text books remain the property of Seatides Combined or the Provincial Department of Education, unless they were specifically purchased by learners [e.g. workbooks]
- o Parents to sign for each book received and, thereby, accept responsibility for each textbook issued
- o Parents are accountable for any damage to textbooks. Textbooks will have to be replaced or will be charged if lost or destroyed
- o Reports(statement of results/testimonials will not be issued to learners unless all textbooks have been returned.
- o Textbooks will not be issued to learners who have not returned the previous year's textbooks

REPORTS ON ACADEMIC PROGRESS

- o Four academic reports are issued per year, that is, a report is sent home at the end of each school term\beginning of new term
- o All reports are issued without alterations, that is no parts are deleted or altered. All reports will bear the school stamp
- o Parents must check all reports and follow up on poor performance of Learners

MEETINGS AND COMMUNICATION

- o Compulsory parent-teacher meetings are held at least once annually. Parents shall be issued with written notification of such meeting. Registers are taken at all compulsory meetings Decisions taken at all meetings will be binding on all parents
- o In addition, other meetings, [compulsory\voluntary] may be called by educators, the Principal or Governing Body at any time, provided sufficient written notification is issued to the parents concerned

SCHOOL FEES

- o The amount payable by parents is determined annually at a budget meeting attended by all parents.

RESPECT FOR PROPERTY

- o Take care of your own belongings, and show respect for the property of others
- o Do not bring valuables to school unnecessarily. Any large sum of cash or valuables should be handed to an educator for safekeeping. Take pride in the school grounds and buildings

CO-CURRICULAR AND EXTRA-CURRICULAR PROGRAMMES

- o Every learner is expected to participate in the cultural and sporting life of the school.
- o Correct kits must be worn for all activities.
- o Sportsmanship and teamwork are the values the school strives for and encourages.

CLASSROOM CODE OF CONDUCT

- o Everyone has the right to learn without interference from others
- o Be punctual and prepared for the lesson [books/files/equipment)
- o Use appropriate language - encourage communication
- o Show politeness and consideration - exercise discipline
- o Take care of furniture and respect the property of others

ANTI-SOCIAL BEHAVIOUR OF LEARNERS OUTSIDE SCHOOL

A learner is obliged to maintain a proper standard of moral conduct and discipline in public places while in school uniform or on school business

INFRINGEMENTEMENT ON THE CODE OF CONDUCT AND SCHOOL RULES

PUNISHMENT

A violation of any clause in the school's Code of Conduct and school rules is punishable. Punishment is a corrective measure for the offender who has to suffer the consequences of misconduct in order to maintain the order at school. [Notice 776 of 1997, 8.1] Punishment will be meted out at the discretion of the Principal or the nominees of the governing body.

SUSPENSION AND EXPULSION

The Governing Body may, after a fair hearing, impose appropriate sanctions on a learner who has been found guilty of contravening stipulations of the Code of Conduct. The learner may be suspended:

- o For a period of one week.
- o For a reasonable period not exceeding one week, pending a decision by the Head of Department on the recommendation of the Governing Body as to whether or not the learner is to be expelled from the school,
- o A learner who has been expelled, or his\her parent, may appeal against the decision of the Head of Department to the Member of the Executive Council, within seven days of the decision to expel him\her
- o In cases of disciplinary transfer, the Head of Department must find a school place for a learner until the learner is beyond compulsory school going age, as the right of a learner to basic education cannot be violated,
- o All decisions leading to suspension and expulsion must take cognisance of applicable laws.

JURISDICTION AND SCOPE OF THE CODE OF CONDUCT

The code of conduct is in force:

- o On school property, prior to, during and following regular school hours
- o At all official school functions\events both within and outside the regular school hours where such school events are held
- o At all official school events, which are held off school property
- o At all times when the learner is dressed in school uniform and is recognisable as such both on or off the school property in the public view outside the school.

ENABLING CLAUSE

Any matter not provided for in the Code of Conduct shall be dealt with at the discretion of the Management and the School Governing Body.