

Sunnyridge Primary School

Code of Conduct

1. INTRODUCTION

This school is committed to providing an environment for the delivery of quality teaching and learning by :

- *Promoting the rights and safety of all learners and teachers and parents .*
- *Ensuring learners' responsibility for their own actions and behaviours .*
- *Prohibiting all forms of unfair discrimination and intolerance.*
- *Eliminating disruptive and offensive conduct.*

The Code of Conduct spells out the rules regarding learner behaviour at *Sunnyridge Primary School* and describes the disciplinary system to be implemented by the school concerning transgressions by learners. The Code of Conduct applies to all learners whilst they are on the school premises or when they are away from school representing it or attending a school function .

Section 8(4) of the SA Schools Act provides that all learners attending a school are bound by the Code of Conduct of that School . All learners attending the school are expected to sign a statement of commitment to the Code of Conduct .

When a learner enters *Sunnyridge Primary School* , he/she automatically becomes a member of the Sunnyridge Family.

Learners are to be at all times ambassadors for their school . Learners are expected to conform to the normal rules of courtesy , and dignified behaviour in and out of school.

2. VISION

To develop and uphold the highest ethical, moral and social values which equip learners to become socially acceptable adults within their community.

3. MISSION STATEMENT

Sunnyridge Primary School upholds:

- ☞ The highest moral and social values.
- ☞ Freedom of religion , and respect for all .
- ☞ Freedom of speech within acceptable social standards.
- ☞ Freedom of association within the ethical parameters of educator / learner relationship.
- ☞ Mutual respect for the dignity of all human beings.

4. OUR VALUES – WHAT MATTERS MOST TO US ?

I want to ...	
• Be respectful	• Show concern for others
• Live with integrity	• Show compassion
• Be responsible	• Show gratitude
• Have a positive attitude	• Be honest , caring
• Have respect	• Be friendly , generous and considerate

5. STATEMENT OF LEARNER RIGHTS AND RESPONSIBILITIES

Learners at Sunnyridge Primary School have rights but also responsibilities . In being accorded the understated rights , the following responsibilities are applicable .

RIGHTS	RESPONSIBILITIES
5.1 To be treated with respect and courtesy.	<ul style="list-style-type: none"> • To treat others with respect and courtesy. • To be polite and well-mannered. • To behave in a manner that earns the respect of peers, educators and parents. • To set a good example at all times.
5.2 To receive quality education that will prepare me for my future.	<ul style="list-style-type: none"> • To take advantage of all opportunities provided. • Commit myself by regular attendance and punctuality. • Have consideration and respect for others, especially towards my educators. • Be self-disciplined and self-motivated. • Co-operate with others. • Pay attention during class. • Always participate in a positive manner. • Complete assignments and tasks timeously. • Ask for academic help and personal assistance. • Obey classroom rules. • Have a positive attitude and be enthusiastic.
5.3 To be heard.	<ul style="list-style-type: none"> • You need to be truthful and honest. • Be mindful of the way you express yourself. (be courteous, constructive and reasonable when expressing a point of view). • Listen to others point of view.
5.4 To be protected in a safe learning environment.	<ul style="list-style-type: none"> • Respect the property and lives of others. • Ensure that personal actions do not harm or endanger anyone else. Be careful and observant. • Exercise tolerance and self-restraint. • Avoid dangerous situations. • Do not succumb to temptations. • Report learners who have dangerous weapons, illegal substances, etc. in their possession to the appropriate authorities.

5.5 To expect that my personal property be safe.	<ul style="list-style-type: none"> • Assume responsibility for the safety of all my belongings. • To respect other people's personal belongings. • Leave valuables at home. • Ensure that my property is clearly marked. • Report anyone who is guilty of theft. • Hand in lost property (money, clothes, stationery, etc.)
5.6 To have a clean and well maintained school and other educational facilities.	<ul style="list-style-type: none"> • Work together as a school to keep all the facilities hygienically clean. • Do not litter. • Clean up after an event or function. • Do not succumb to graffiti or vandalism. • Report problems that you may be aware of with regards to the damaging of school property and facilities.
5.7 To have a drug free school.	<ul style="list-style-type: none"> • Encourage friends who are taking drugs to get appropriate help. • Report learners who have drugs, alcohol or cigarettes in their possession at school. • Report learners who are dealing in these illegal substances.
5.8 To be proud of my school.	<ul style="list-style-type: none"> • Be proud of myself. • Do not defame your school using derogatory remarks. • Wear uniform with pride and dignity. • Behave in a positive manner, your involvement and commitment should reflect loyalty and pride in your school. • Not bring the name of my school into disrepute.
5.9 To have a fair disciplinary process.	<ul style="list-style-type: none"> • Bear in mind that you are responsible for your actions. • Obey the rules of the school. • Obey the rules in each class. • Uphold the Code of Conduct. • Be truthful during a disciplinary procedure. • Accept fair punishment

6. BEHAVIOUR GUIDELINES

*The school rules are intended to establish a disciplined and purposeful environment to facilitate effective teaching and learning at the **Sunnyridge Primary School** . Nothing shall exempt a learner from complying with the school rules . Ignorance of the school's rules is therefore , not an acceptable excuse.*

GENERAL PRINCIPLES

- **Learners are expected at all times to behave in a courteous and considerate manner towards each other , all members of staff and visitors to the School .**
- **Learners are expected to abide by the School rules with regards to appearance and behaviour when representing the School both during school hours and after school hours, at school and away from school .**

- **No learner has the right at any time to behave in a manner that will disrupt the learning activity of other learners , or will cause another learner physical or emotional harm .**
- **The School will contact parents/guardians when a learner's behaviour becomes a cause of concern and will endeavor , in a spirit of constructive partnership , to resolve the problem .**

6.1 SCHOOL GROUNDS

- Learners are not allowed in the classrooms without supervision of an educator before school, during break or after school hours. Before school and at break learners may be on the corridors for a short period of time to place their cases outside the classroom. Learners will be allowed on the corridors when it is raining.
- No learners are allowed to play on the jungle gym without adult supervision . Bicycles should be locked during school hours.
- Riding a bicycle, skateboard or rollerblades, etc on the school premises is strictly prohibited.

6.2 ABSENTEEISM

- **School attendance is essential on the first and last day of each term . If a learner is going to be absent , the school must be notified prior to the actual date .**
- **In terms of the South African Schools Act , school attendance is compulsory for all learners.**
- A letter from the parent / guardian must accompany the learner to school when he / she has been absent from school. State the reason for the learners' absence. Absentee notes must be signed and have a contact telephone or cellular number. *Notes from other relatives or friends will not be accepted.*
- If a learner is absent for a period longer than three days a medical certificate must be handed in on the first day back at school
- Learners absent for a period longer than five days without notifying the school will be reported to the Gauteng Department of Education (GDE).
- Learners who are habitually absent (not necessarily consecutively) especially on Mondays and Fridays will be reported to the GDE, and if deemed necessary to Child Welfare / Social Welfare.
- Should a learner be absent from school during an examination, cycle test or formal assessment - a medical certificate must be submitted. Non submission of such a certificate will result in a nil assessment.
- However, parents / guardians please do not send an ill child to school, he / she can not recuperate let alone concentrate at school.
- Absence from school without a satisfactory excuse will be deemed as truancy , which is strictly forbidden . Such absenteeism will be reported to the Department of Education.

6.3 LEAVING SCHOOL DURING SCHOOL HOURS

- Learners leaving the school grounds must be fetched from the office and signed out. Contact details of the person fetching the learner, will be recorded.
- If someone other than the legal guardian / parent of the learner is fetching a learner from the school, written permission of the parent must be submitted and the parent will be contacted telephonically to obtain permission before the learner may leave the premises.
- Learners may not leave the school grounds without written permission granted by the principal. **NO learner may walk home on their own.**

6.4 GUARDIANSHIP / RESTRAINING / PROTECTION ORDERS

- If a parent is legally not allowed to have contact with a child, the school must receive a copy of the restraining order. A copy of the court order will be placed in the learners' profile as well as in the "Early leavers file" in the front office, for easy reference when the learner is fetched from school.

6.5 LATE COMERS

- It is the parents / guardians responsibility to ensure that the learners are at school by 07:45.
- Late coming will be regarded as an offence and will be registered as such in the learners' personal profile.
- Continued late coming will result in disciplinary action.
- A learner who comes late must have a valid excuse and/or written apology from his/her parents . Parents / Taxi Drivers have to accompany learners to the office to declare the reason for late coming .

6.6 EARLY ARRIVALS

- Learners are discouraged from arriving at school before 06:45 in the mornings because of the fact that there are no staff on duty at that time and the safety of the learners cannot be guaranteed. School gates will only be opened at 06:45.

6.7 EXTRA-MURAL ACTIVITIES

- Learners are encouraged to participate in extra-mural activities. Involvement in extra-mural activities forms a valuable and integral part of the holistic education of every learner . All learners are , therefore , expected to become actively involved in at least one (1) sport , cultural and/or service activity per term .
- Parents / guardians will receive written notices (in special letters or via the Weekly newsletter) regarding matches, practices after school hours and cultural

events.

- If a learner decides to participate in an extra-mural activity, then it is imperative to attend all practices and be available for all matches and events scheduled.
- **Learners must be collected within one hour after the end of a practice or a match (time will be specified in letters to parents). Learners who are not collected will be sent to aftercare and the parents will be held liable for the costs. It is not the responsibility of the security officers to 'babysit' learners who are not fetched from school, on time.**
- Learners are expected to attend practices in the correct sports kit .
- No learner may wait for their transport at the sports field , after practices , matches or events .

6.8 LEARNING AND TEACHING

- Disruption of any class or learning environment is not acceptable and will be treated as a very serious offence. It hinders other learners from attaining their goals and compromises the school's culture of learning and teaching which is important for academic success.
- Failure to do homework, class work or other assignments will not be tolerated. Homework tasks must be completed by the learner. Tasks must be completed within the set time limit. Parental supervision is of utmost importance. Parents must sign the homework book regularly. Homework books left at home will be considered as homework not done.
- Changing classes should take place in a quick and orderly manner. No running, bumping, whistling, talking or boisterous behaviour will be allowed. Learners are to walk in one line. No sharp objects (e.g. pens, scissors etc.) may be carried in hands during change-overs.
- Learners must have their own stationery and a supportive schoolbag. Borrowing from fellow learners is not permissible.
- Learners are expected to adhere to the specific rules in the various educational environments e.g. classrooms, media centre, Science Lab, etc.
- Educators will make their own class / grade / phase rules to supplement the general rules in this document.
- **Use of electronic devices in the classroom , under teacher supervision is a privilege , and not a right.**

6.9 TRANSPORTATION

- School transport is a privilege. Learners must adhere to the rules. Remain seated and behave in an orderly manner. No eating or drinking will be tolerated.

PUBLIC TRANSPORT

- Learners should queue at the bus stop , when waiting for the municipal bus
- Learners are to stay on the pavement on the school side.

- Passengers must behave cordially. Fighting or the use of foul language will not be tolerated .Smoking on public transport is strictly prohibited.
- Misconduct and vandalism will result in a refusal of future transportation. Instructions given by the bus driver must be unconditionally obeyed; e.g. schoolbags are not allowed in the aisle between the two rows of seats.
- The School Code of Conduct is applicable when making use of public transport to and from school
- Learners are to wait at the thatch area for their transport.

CONTRACTUAL TRANSPORT ARRANGED BY THE PARENT (taxi)

- Learners must apply the above conduct on any form of transport as a passenger . Problems arising due to misconduct will be referred to the parent .
- Learners must have the name and contact number of their transport driver in their homework diaries .
- Learners are to remain inside the school premises until their transport arrives .

6.10 CROSSING THE ROAD AT THE SCHOLAR PATROL

- Always cross the road at the scholar patrol. Your safety is our concern.
- Aggressive behaviour and foul language towards the scholar patrol members will not be tolerated.
- Observe road markings and road signs and respond within the traffic laws of our country.

6.11 RIDGE CAFÉ RULES

- Learners must enter and exit the cafeteria in an orderly manner at all times.
- No shouting inside or outside the cafeteria
- Cafeteria staff must be treated with respect. Remember the magic words: please and thank you.
- Lost lunch cards are the responsibility of the learner. Learners must accept responsibility for their cards. All lunches must be ordered before school.
- Learners may only purchase for themselves, not for friends.
- Goods bought will not be exchanged or refunded.
- Lunches must be collected on the day of purchase. Failure to do so will result in the loss of money and food.
- No sweets or coldrink will be sold during Break.

6.12 LEARNER SAFETY

- The school's liability ends at 17:30 .

- Learners must be fetched before 14:30 in the afternoon . There are no educators on duty after 14:30 and the safety of learners cannot be guaranteed .
- Parents / guardians need to ensure that learners are punctual on arrival at school , and are collected from school timeously .
- Failure to comply with these times on three occasions will result in a Disciplinary Hearing for the parents . The Education Department will be notified of this neglect .
- Learners must adhere to the instructions given by security officers on duty – refrain from being disrespectful .

7. DRESS CODE

A learners' appearance should promote and enhance *Sunnyridge Primary School's* image at all times. A well groomed learner conveys a more favourable image than someone with an untidy appearance. Uniform and hair styles must be worn strictly according to prescribed rules.

The school uniform must be clean and in good repair . All clothing must be clearly marked with the learner's name. No other coloured non-school clothing may be worn at any time.

GIRLS

UNIFORM

SUMMER

Navy blue dress, white socks and black school shoes. Girls are allowed to wear navy blue ski-pants under their school dresses, however, it is not allowed to show under the hemline of the dress. No boxer shorts may be worn under school dresses.
No T-shirt may be visible under the school dress .

WINTER

Grey loose fitting school pants or navy school track suit with yellow stripes at collar and cuffs. No tapering of the grey trousers is allowed . Trousers must be loose fitting .
Yellow long sleeved school shirt.

Navy school jersey. Navy "*Sunnyridge School*" windbreaker. Navy dri-mac.

Hoods may not be worn indoors or on corridors . Hoods may only be worn outside **when it is raining** .

No T-shirt may be visible under the school dress .

OR

Navy summer school dress with black tights and black school shoes. No white socks may be worn over the tights .

Gr. 7 girls may wear flesh coloured stockings with their school dresses in winter.

****** Should a child's school shoes be lost , broken or too small , they will have to walk bare foot until new school shoes are purchased . **UNDER NO CIRCUMSTANCES** will tekkies be allowed .

PHYSICAL EDUCATION WEAR

Girls must bring Phys Ed. Clothes to school.

White T-shirt (plain) , black or navy tracksuit pants or loose fitting NAVY shorts .

Girls may not wear low cut t-shirts or shirts where the midriff is exposed. The top must be white in colour .

Girls must wear supportive underwear. No spaghetti strap tops allowed .

HAIR (Girls)

NO HAIRSTYLE MAY OBSCURE THE VIEW OF ANOTHER PERSON , INSIDE OR OUTSIDE THE CLASSROOM .

Hair must always be neat, clean and tidy.

Once the hair touches the bottom end of the collar it must be tied back.

Hair must be clipped or tied away from the face not to obscure vision.

If braids are worn , they must be plaited into a pony tail .No colored braids may be worn .

Beads may not be worn as hair accessories .

Hair accessories must be functional and not decorative. Only black, navy blue, yellow and white accessories may be used in the hair.

Hair may not be bleached , tinted or dyed .

Highlights are not allowed.

No patterns may be shaved into the hair .

Dreadlocks are not allowed. No afros permitted . No gel , wax or other hair styling products may be used.

HAIR STYLES SHOULD COMPLEMENT THE SCHOOL UNIFORM AND ANY HAIR STYLE WHICH ATTRACTS UNDUE ATTENTION IS CONTRARY TO THE SCHOOL RULES!

JEWELLERY

No other jewellery may be worn except for; a wrist watch, one set of plain sleepers, gold or silver studs for pierced ears. Earrings must be worn in the bottom hole of the earlobe only. One gold or silver signet ring is permissible.

Religious symbols e.g. cross , crucifix, prayer beads may be worn on a silver or gold chain which is hidden inside the school uniform . **No beads , leather thongs , chains etc. must be visible .**

Tongue rings / piercings are not allowed. Any other piercing may not be jeweled or bristled.

NAILS

Nails must be clean and neatly groomed. Nails may not be visible when the palm of the hand is turned up. Nail polish may not be worn. False nails or gel nails may not be worn.

MAKE-UP IS NOT PERMITTED . HENNA PICTURES / TATTOOS ARE NOT PERMITTED AT ALL

BOYS

UNIFORM

SUMMER

Grey long trousers or shorts (optional) **Grade 1 to 7.** Blue knee-high school socks with yellow and blue stripes **MUST** be worn with shorts. Black school shoes must be worn . Blue knee-high school socks with yellow and blue stripes to be worn with long trousers . Short sleeved yellow school shirt . Tapering of the grey trousers is not allowed . Grey trousers must be loose fitting .

No T-shirt may be visible under the school shirt .

WINTER

Grey school pants or navy blue school track suit with yellow stripes at collar and cuffs.

Yellow long sleeved school shirt with a school tie (optional)

Navy school jersey.

Navy Sunnyridge windbreaker. Or Navy dri-mac. Hoods may not be worn indoors or on corridors . Hoods may only be worn outside **when it is raining** .

No tapering of the grey trousers is allowed .

No T-shirt may be visible under the school shirt .

PHYSICAL EDUCATION WEAR

Boys must bring Phys Ed clothes to school.

Tracksuit (any tracksuit may be worn not only Sunnyridge tracksuit), however the pants or shorts must be navy or black in colour . T-shirt or top must be plain white in colour , and takkies .

**** Should a child's school shoes be lost , broken or too small , they will have to walk bare foot until new school shoes are purchased . UNDER NO CIRCUMSTANCES will takkies be allowed .**

HAIR

**** The same hair rules apply to all boys , regardless of ethnicity .**

Hair must be clean, neat and well groomed. Hair must not touch the collar or obscure the vision of the learner. Side burns are not to extend beyond the center of the ear. **Hair may not be bleached tinted or dyed .**

Highlights are not allowed. Extensions or false hair pieces are not allowed, only the natural hair of the learners is permitted .No braided hair will be allowed .

Dreadlocks are not allowed. No patterns may be shaved into the hair . No afros permitted . No gel , wax or other styling products may be worn .

JEWELLERY

Religious symbols e.g. cross , crucifix, prayer beads may be worn on a silver or gold chain which is hidden inside the school uniform . **No beads , leather thongs , chains etc. must be visible .**

May wear a wrist watch.

No jewellery may be worn. **Piercings may not be jewelled or bristled. Absolutely no tongue piercings .**

NAILS

Nails must be clean and neatly groomed. Nails may not be visible when the palm of the hand is turned up. Nail polish may not be worn. False nails or gel nails may not be worn.

OPTIONAL FOR BOYS AND GIRLS

Navy blue sleeveless pullover .

Navy gloves.

Navy scarf.

Navy beanie, no logo or writing on it – may only be worn during breaks and before school, not during lessons. *** Beanies and scarves may only be worn in winter , when outdoors .**

NO OTHER CLOTHES OR SHOES MAY BE WORN. OTHER CLOTHES WILL BE CONFISCATED. **NO TEKKIES!**

CIVVIES DAY – (participation is optional) Learners must be neatly dressed in age appropriate clothing . No skimpy tops , bare midriffs or unacceptable slogans on clothing . No make up or extreme hairstyles allowed .

CULTURAL ALLOWANCES

Learners may wear religious symbols or attire , *provided their parents apply to the school and provide substantive evidence to the school governing body of the religious significance of those symbols* .

- Isiphandla – worn by mainly Zulu's for ancestral reasons (Goat skin worn on any side of the wrist).
- Hindu culture
Auspicious occasions:
Lakshmi prayers
Raksha Bandhan - celebrated in August.
Diwali.- celebrated in October or November over a period of two days
Strings are worn around the wrist to denote different prayer observance. String colours could be red, yellow, white, etc.
- * Moslem culture
Moslem girls may wear trousers under their dresses.
Eid – Henna on hands and nails (Henna lasts approximately 2 – 3 days on hands and 2-3 weeks on nails).

8. DISCIPLINARY SYSTEM

Any institution must function according to regulations and therefore make use of rules as a framework and boundary within which stakeholders (in this case our learners) conduct their affairs. *Sunnyridge Primary School's* Code of Conduct complies with the prescribed guidelines of the Gauteng Department of Education (GDE) , as well as in accordance of Section 8(4) of the South African Schools Act (SASA) **It is not possible to define every rule or transgression - the general norms of civilized behaviour and decency always apply. Unacceptable behaviour not covered specifically, will be judged according to such norms and the general intention conveyed by the principles of discipline as contained in this document.**

The basic rule is that no-one may disrupt school life .

Every teacher is responsible for discipline and has the full authority and responsibility to correct the behaviour of whenever such a correction is necessary . Any corrective measure or disciplinary action will correspond with and be appropriate to the offence .

All learners will abide by the discipline system that has been developed to assist and guide learner behaviour in the school.

Any child referred to a senior member of staff for learner behaviour issues will need to present the completed *Referral Form* .

•GRADING OF OFFENCES

Offences are graded according to the nature and degree of seriousness of the offences , of which Grade 4 offences are the most serious.

Grade 1, 2, 3 offences are regarded as Schedule 1 offences ; and Grade 4 Offences are regarded as Schedule 2 offences .

•DISCIPLINARY PROCEDURES

The grade of an offence will determine the procedure to be followed .

- 1. Grade 1 Offence – a verbal warning , followed by time out (inside the classroom) , then followed by a demerit .*
- 2. Grade 2 Offence – will immediately result in a demerit .If the behaviour continues , parent will be contacted and an interview will be arranged . (The teacher issuing the demerit will contact the parents).*
- 3. Grade 3 Offence – Serious misconduct that may lead to suspension , and a meeting with the parent will be arranged . Learner could receive a written warning.*
- 4. Grade 4 Offence – Serious misconduct that may lead to expulsion . Learner is suspended and a notice of a formal disciplinary hearing is issued .*

ALL MISCONDUCT WILL BE RECORDED

LIST OF OFFENCES PER GRADE			
Grade 1 : Offences	Grade 2 : Offences	Grade 3 : Offences	Grade 4 : Offences
<ul style="list-style-type: none"> • littering • excessively noisy or unruly behaviour before school , during change-overs , during breaks and after school • eating , drinking or chewing gum during any contact time • chewing gum on the school premises • misconduct during an assembly or Hymn Singing • entering an out of bounds area , classroom • loitering on the corridors , at the tuckshop or at the toilets • misconduct or poor sportsmanship during an extra-mural practice or league fixture • not returning a library book by the due date or paying the fine for overdue book/s • not attending an extra-mural's practice session without excusing him/herself • fail to attend detention • continual interference with another learner which causes minor physical or mental discomfort • failure to wear the correct school uniform when in a public place , including the wearing of unauthorized items 	<ul style="list-style-type: none"> • failing to have the homework diary at school • vandalism • interfering with another person's possessions/property without the owner's consent • damaging another person's possessions/property • forgery : altering of official documents such as medical certificates and fraudulent use thereof • intimidation by verbal or physical threat to harm the person or his property(bullying) • swearing, lying or using obscene gestures • verbal or non-verbal abuse • disrespect or insolence • insubordination- ignoring or failing to carry out a specific instruction • public disturbance and public indecency • using a cell phone or any other electronic device during formal testing • cheating , attempting to cheat, or having forbidden material or information in a test situation. This includes any form of communication , verbal or non-verbal, with another learner 	<ul style="list-style-type: none"> • racism : remarks/insults • insults the dignity of , or defames any learner, or any other person • possession , copying, distribution, use or displaying of pornographic material • truancy from school or leaving the school grounds without the necessary permission • taking part in any sort of illegal strike action/ meeting/ campaign on school premises • fighting, or attempted assault • being involved in, recording or distributing any footage of fighting or any other prohibited behaviour • any learner who , in or outside of the buildings , or on or off the school premises, intentionally conducts himself in a manner which is or could be seriously detrimental to the maintenance of order or discipline at the school • violating the rights of other learners to receive education by disrupting classes, preventing other learners from attending classes , 	<ul style="list-style-type: none"> • is in possession of , or consumes or deals in an illegal substance or other intoxicating substances . This includes performance enhancing drugs (steroids) • entering the school premises whilst under the influence of alcohol , drugs or any other intoxicating substance • is in possession of alcohol, cigarettes, e-cigarettes, hubbly bubbly, vape or drugs, as well as trading or distributing thereof. According to Governing Gazette No 30637 'the principal or his/her delegate may, at random, search any group of learners, for any dangerous object or illegal drug, if a fair and reasonable suspicion has been established...A learner contemplated may be subjected to a urine or other non-evasive test for illegal drugs • poisoning, or attempting to poison another person • theft, robbery, breaking and entering • malicious damage/injury to property of the school, staff

<ul style="list-style-type: none"> • failure to wear the correct sports kit for a match or practice • disruptive behaviour in class • spitting in public • failure to : <ul style="list-style-type: none"> - do classwork set and submit homework - bring the required workbooks , notes , stationery or equipment to a lesson • copying another learner's classwork or homework • defacing school property • reporting late for class • arriving late for school with an excuse note • bringing toys , radios , speakers , skateboards , cd players , MP3 , IPODS , computer games or any other valuables that may interfere with learning and teaching . Item will be confiscated and will only be given back at the end of the term once a R100 fine has been paid • gambling or playing with money . Money will be confiscated and paid into the school's fundraising account • wearing jewellery to school. Jewellery will be confiscated and will only be given back once a R50 fine has been paid • leaving class without permission <ul style="list-style-type: none"> • no public displays of affection ie. hugging, kissing, holding hands 	<ul style="list-style-type: none"> • failure to hand your homework to an educator when requested • public displays of affection • bunking any lesson • possession or use of fire crackers • any action which brings the school's name into disrepute • tampering with safety and other equipment on school premises • pages may not under any circumstances, be torn out of the homework diary • continuous disruptive behaviour, even after being addressed by a staff member • unreasonable repetition of a Grade 1 offence 	<p>preventing teachers from providing an opportunity for teaching and learning, or in any other manner</p> <ul style="list-style-type: none"> • violating the rights of the teacher to carry out his/her tasks , to the detriment of the school, the staff, the teacher, or fellow learners • cyberbullying and sharing of information/images via social media, to the detriment of another learner • fails to attend three scheduled detention sessions • unreasonable repetition of a Grade 2 offence 	<p>members, fellow learners or any other person</p> <ul style="list-style-type: none"> • holds any person hostage • intimidates or threatens educators, staff, learners and/or their family members • rapes any person, or engages in any sexual activity which amounts to an offence in law • physical assault that results in bodily harm • practices any harmful religious activities • creates the risk of HIV transmission amongst other learners, educators or staff members • murders any person • inappropriate sexual behaviour • common assault towards any learner, educator, staff member or parent • any offence punishable under common law
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- **ELECTRONIC DEVICES**

- Under NO circumstances will *Sunnyridge Primary School* ,educators or any other staff member accept liability for lost , damaged , stolen or confiscated phones, tablets or any other electronic device.
- Should a learner's phone, tablet or electronic device be lost or stolen ;contact time will not be used to search for such device. If an electronic device is brought to school then it is entirely at your own risk.
- Should a learner's phone ring or a notification sound be heard during official contact time (in class) , it **WILL BE CONFISCATED**.
- Should a learner's phone be confiscated , it will be returned only after a fine R 100.00 has been paid into the school's fundraising account.

9. SPECIFIC OBJECTIVES

Notwithstanding anything to the contrary herein or not herein , the decision as to whether any rule in the Code of Conduct has been transgressed , lies with the School Governing Body or the Principal.

Regardless of the offence and subsequent corrective action which will be enforced, learners and parties involved, will be treated with dignity and respect.

Failure to comply with any of the school rules will result in the appropriate punishment deemed by the four offence categories .

All disciplinary actions will as far as possible, be prompt, fair, consistent and in accordance with agreed procedures. Learners must experience the consequences of positive and negative behaviour to instill mutual respect. The objectives of any disciplinary measure should be to:

- enhance the learners self-esteem;
- encourage the learner to develop self discipline and self control;
- enable learner to focus on his / her goals;
- encourage accountability for behaviour;
- promote positive values;
- enable effective conflict resolution.

This code of conduct was updated in August 2019.

It is COMPULSORY for every Grade 4,5,6 & 7 learner to have their diary at school EVERY day. The school diary must be covered in plastic.

The school diary is the 'license' to write formal assessment activities, tests and examinations.

Learner Commitment

I, _____, a learner at *Sunnyridge Primary School*, in
Grade _____ understand the rules and their implications and hereby commit to:

- ❖ Abide by the Code of Conduct and Disciplinary System.
- ❖ Behave in a courteous and considerate manner and respect other learners, all members of staff and visitors to the school.
- ❖ Treat everyone with respect regardless of differences in culture, religion, ability, race, gender, age or social class.
- ❖ Take responsibility for my learning by attending school regularly and punctually and completing all my class and homework tasks on time.
- ❖ Co-Operate with my teachers and other school staff.
- ❖ Assist in making the school a safe place for all.
- ❖ Seek help if I need it.
- ❖ Let the School Management Team know if I feel my rights have been infringed, or if I experience any other difficulty.

Learner Signature

Parent/Guardian Signature

Date

My foster teachers are : 1. _____

2. _____

3. _____

This code of conduct was updated in August 2019.