



PAARL BOYS' HIGH

CODE OF CONDUCT

SECTION A : INTRODUCTION

1. TERMS OF LEGISLATION : GENERAL

The Code of Conduct for Learners at Paarl Boys' High was drawn up in terms of the following legislation:

- 1.1 The constitution of the Republic of South Africa (Act No. 108 of 1996) and the Bill of Rights included in the constitution.
- 1.2 The South African Schools Act (Act No 84 of 1996), as amended, specifically Amendment 24.
- 1.3 The Guideline for the consideration of Governing Bodies in adopting a Code of Conduct for learners, in Government Gazette No 18900.
- 1.4 The General manual for the suspension and expulsion of learners from public schools (excluding public schools for learners who were referred or transferred to such schools in terms of the child care act (Act 74 of 1983) and/or the criminal procedure act (Act 51 of 1977).
- 1.5 Circular 0030/99 - Provincial Administration Western Cape Education Department.
- 1.6 Circular 22/2012 – Regulations on suspension and expulsion in the Western Cape

2. TERMS OF LEGISLATION: THE SA SCHOOLS ACT

The South African Schools Act No 84 of 1996 section 8(1) empowers a Governing Body of a school to maintain discipline in school. The Code of Conduct must prescribe behaviour that respects the rights of learners and educators. The following points need careful attention:

- 2.1 An educator at the school shall have the same rights as a parent to control and discipline a learner according to the Code of Conduct during the time the learner is in attendance at the school, in any classroom, at any school function, school excursion or other school related activity. However, it must be remembered that discipline remains the responsibility of the parent first and foremost.
- 2.2 The principal or an educator, upon reasonable suspicion (based on sufficient information), has the legal authority to conduct a search of any learner or property in possession of the learner for a dangerous weapon, firearm, drugs or harmful and dangerous substance, stolen property, or pornographic material brought onto the school property. (Government Gazette no. 22754). During a search human dignity shall be observed and learners shall be searched in private by persons of their own gender, preferably in the presence of at least one other person. A record will be kept of the search proceedings and the outcome.
- 2.3 The headmaster may remove any person regarded as presenting a danger to the safekeeping of school premises or any person thereon, from said school premises. (Government Gazette no. 22754 as well as No. 24 of 2005: Education Laws Amendment Act, 2005.) Should such a person be a learner of the school, the parents/guardian of such a learner will be notified immediately of a disciplinary procedure, so that said disciplinary procedure can occur within seven days of the removal. Should it be impossible to hold such a disciplinary procedure within the stipulated seven days, the headmaster will apply to the circuit manager for permission to lengthen the time of removal.

3. THE RSA BILL OF RIGHTS

Definition of concepts:

Rights: This Bill of Rights is the cornerstone of democracy in South Africa. It enshrines the rights of all people in our country and affirms the democratic values of human dignity, equality and freedom. Ngenene, amalungelo am akhuselekile.

Application: A juristic person is entitled to the rights in the Bill of Rights to the extent required by the juristic nature of said person.

Equality: Everyone is equal before the law and has the right to equal protection and benefit from the law.

Freedom and Security of person: Everyone has the right to freedom and security of person.

Freedom of Religion, Belief and Opinion: Everyone has the right to freedom of conscience, religion, thought, belief and opinion.

Limitation of Rights: According the Section 36 of the Bill of Rights, the rights in the Bill of Rights may be limited:

- (1) by a law of general application. (A school's Code of Conduct comes about as a direct instruction of the SASA Act. No. 84 of 1996, under certain circumstances prescribed by the act, such as acceptance by all members of the school community, and therefore qualifies indirectly as a law of general application.)
- (2) to the extent that the limitation is reasonable and justifiable in an open and democratic society based on human dignity, equality and freedom.

In a nutshell, it means that rights may be infringed, but only when the infringement is for a compellingly good reason, such as serving a purpose that is considered legitimate by all reasonable citizens in a constitutional democracy.

4. VISION

As a centre of excellence it is our vision to create an environment in which every young man can reach his full potential in the fields of academics, sports, cultural activities and leadership, where he can be led to maturity through basic, civilized values held in high regard by the school community.

5. MISSION

To have a working environment in which each learner and member of staff can make an effective and purposeful contribution to effective teaching, as well as the management and running of the school. We also strive to establish an active partnership between parents, teachers and the broader community toward the effective management and running of the school.

We remain always loyal to our three traditions of good conduct, good scholarship and good sportsmanship.

6. VALUES AND NORMS

We accept the following generally practised principles:

- Respect
- Love toward one's fellow man
- Self-discipline
- Loyalty
- Human dignity, the achievement of equality and the advancement of human rights and freedoms
- Non-racialism and non-sexism
- Supremacy of the constitution and the rule of law
- The practising of Christian values in every walk of life

These values are embodied in the school's three traditions:

THE TRADITION OF GOOD BEHAVIOUR

A. UNIFORM

- Topmost shirt button always fastened and tie pulled up so that button is invisible.
- No T-shirts worn under shirts. In cold weather, a jersey is worn with the blazer.
- Blazer buttoned (second button from the bottom) and never draped around or slung over the shoulder.
- Never remove your blazer without permission; in public places only the headmaster or his representative may give permission for this.
- Shoes always clean and socks pulled up.
- Trousers must never 'concertina' on ankles.
- Hands never in pockets; take out a handkerchief quickly and do not use it as an excuse for hand in pocket.
- Rain jacket can never replace a blazer, and a jersey without a blazer is not acceptable.

B. MORNING ASSEMBLY (IN FRONT OF MAIN ENTRANCE)

- Assemble immediately when the bell rings.
- Everybody must be quiet and stand still when the second bell rings.
- Absolute silence must prevail during announcements.

C. IN CLASS

- Move quickly and purposefully between classes. No unnecessary talking, rowdiness or unruly conversation is allowed. You are also not allowed to go to the toilets or have a drink of water in between classes.
- After breaks – wait until the teacher in charge arrives and move quietly into class.
- No form of unnecessary noise will be tolerated in the passages.
- Assemble quietly in front of the class. Enter in an orderly fashion and stand by the desks until greeted by the teacher. Sit down after that.
- If an adult enters the room, stand up at once and greet. Sit down only when the visitor or the class teacher gives permission to do so.
- In class: concentrate and co-operate: no talking without permission; no eating or drinking.
- Listen to announcements in silence. Only put your books away afterwards.
- Stand up at all times when an adult is in the vicinity, or when a teacher speaks to you. Offer help to people who seem not to know their way around.
- Remember the correct form of address: Mr, Mrs, Miss.
- Never backchat – state your case in a polite way.
- Remember: your own preferences and dislikes are subject to the system!

D: IN THE HALL

- Walk in quietly. Absolutely no talking in the rows.
- Listen politely to the people on stage and give polite applause at the appropriate moment.
- No remarks are to be shouted during assembly.
- After singing the School Song, we all remain standing until guests and teachers have left the hall.
- After announcements, we leave the hall row by row.
- Remember: assembly is the school's flagship-event. You must be dressed impeccably at all times, according to school rules.

E. CONCERTS AND STAGE PRODUCTIONS

- Take your seat and remain seated until break or the end of the show. No walking around or whistling. Applaud politely. There will be no shouting or negative remarks whatsoever.
- Remember: it is your friends and classmates who are appearing on stage. They are exposed. They do not deserve anybody's ill-mannered and derisive behaviour.
- While items are in progress on stage, do not talk or fidget.
- Boys' Highers do not whistle, not during performances and also not at ladies!

F. GENERAL

- Greet your teachers when you see them, also outside school and even if you walk past the same teacher 17 times. Look the person in the eye and greet audibly: Good morning, sir/madam!
- Remember: Gentlemen greet each other with a firm handshake. No “high fives” and secret handshakes.
- Always be friendly, helpful and positive.
- Walk up straight and keep the hands out of the pockets.
- Let girls enter or leave the room first. Be well-behaved toward ladies. Treat them as you would wish others to treat your mother or sister.
- Do not mess or litter, not in school or any other place. To protect the environment is a divine instruction.
- On weekends: If you find yourself in a situation where people are smoking and drinking, ask yourself: is it really necessary that I do it as well? In Mr T W Engela’s words: “Your definition of wrong and right should be: will my school and I be better off with what I want do right now, or not?” To look after your body is just as important!
- Chewing gum is forbidden at all times, also during school activities.
- Never lie on your back with your bookcase as headrest.
- Say “Please” and “Thank you” when required, and look the person you are speaking to in the eye in a well-behaved manner.
- Admit your mistakes. Honesty is the best policy.
- Use a handkerchief at all times, and keep your hand in front of your mouth when coughing or yawning.
- Theft, assault or vandalism is not tolerated. Have respect for each other’s possessions, especially in the hostel, and never take anything from anyone else without permission.
- Boys’ Highers do not make derogatory comments on each other, nor do we mock or deride one another. We are one big family, who accept, help and support each other to be happy Boys’ Highers.
- Remember: you are representing not only your school, but also your parents and, finally, yourself.

DIE TRADISIE VAN GOEIE LEERLINGSKAP

- Boishaaiers besef die waarde van harde werk.
- Almal is in besit van ’n huiswerkboek wat noukeurig bygehou moet word.
- In die klas word opgelet en deelgeneem deur bv. vrae te stel oor dit wat jy nie verstaan nie.
- ’n Boishaaier doen elke dag sy huiswerk en studeer ordentlik vir toetse.
- Boishaaiers lewer take betyds in en besef: “Wie nie pas op sy tyd, is sy maaltyd kwyt!”
- ’n Boishaaier sit elke dag, ongeag sy vol program, ten minste 20 min. per vak opsy waartydens die dag se klaswerk d.m.v. doelgerigte studie bemeester word.
- Boishaaiers begin vroegtydig hersien en berei hulle ordentlik voor vir die eksamen.
- Boishaaiers is verantwoordelik genoeg om te besef waar hul tekortkominge lê en nederig genoeg om by onderwysers hulp te vra t.o.v. ekstra klasse of voorligting oor studiemetodes.

DIE TRADISIE VAN GOEIE SPORTMANSKAP

- Boishaaiers neem deel aan sport- en kultuuraktiwiteite: ten minste een winter- en een somersport of -aktiwiteit. Ons weet ’n gesonde liggaam huisves ’n gesonde gees. Hier is eenvoudig nie plek vir die “two-o’-clock club” nie.
- Seuns beweeg in ’n sweetpak en sportskoene na die oefenveld; geen plakkies nie.
- Ons raak nooit betrokke by ’n woordgeveg nie – as jou teenstander jou kan kwaad maak, het hy jou net waar hy jou wil hê.
- Boishaaiers oefen hard en speel hard, maar nooit vuil nie.
- Ons bevraagteken nooit die skeidsregter se beslissing nie. Ons laat dit beleefd oor aan die kaptein of onderkaptein om ondersoek in te stel.
- Ons maak ook nie ’n bohaai as ’n beslissing teen ons gaan nie.
- Gebare soos ’n omvallery ná ’n atletiek-wedloop en oormatige omhelsinge na ’n drie gedruk is, is heeltemal onaanvaarbaar.
- Ons ondersteun ons maats langs die veld en maak nooit aanmerkings op die teenstanders of skeidsregter nie.
- Ons bly vriende met ons teenstanders en hul ouers – vroeër of later speel ons dalk saam proewe of kom op een of ander wyse in hul geselskap.
- Ons skel nooit op mekaar as dit swaar gaan nie – ons is ’n familie, en op die veld het ons net mekaar.
- Boishaaiers strooi nie rommel nie – ná sportbyeenkomste word die paviljoen eers deur almal skoongemaak voordat die terrein verlaat word.

ONTHOU: HIER IN HOËR JONGENSKOOL STEL ONS ONS EIE STANDAARDE. Dit mag hoog wees, maar dit is

wat van Boishaai Boishaai maak.

AFDELING B: REGTE EN VERANTWOORDELIKHEDE

A. LEERDERS

REGTE		VERANTWOORDELIKHEDE
'n Leerder het die reg om:		Vir hierdie reg moet 'n leerder:
1	* te studeer.	* studiegeleenthede respekteer en nie ander leerders steur nie; * werkopdragte uitvoer en huiswerk gereeld doen.
2	* na geluister te word.	* billike versoeke en menings beskaafd stel; * aandag gee as opdragte gegee word; * na ander luister; stilbly as ander praat.
3	* tyd optimaal te gebruik.	* ander se tyd respekteer; * deeglik beplan en prioriteite stel; * saamwerk t.o.v. versoeke van opvoeders; * die skool daaglik op die voorgeskrewe tye bywoon.
4	* met respek behandel te word en respek vir sy/haar eiendom te verwag.	* respek verdien vir sy optrede; * ander mense en hul eiendom respekteer; * verantwoordelik optree; * skooldrag, skool- en nasionale simbole respekteer; * gesag, tug- en dissiplinêre maatreëls aanvaar; * ander rasse, kulture, godsdienste en geslag respekteer.
5	* veilig te wees.	* vreemdelinge op die terrein en insidente rapporteer; * geen wapens of voorwerpe wat ander kan beseer, in besit hê, hanteer of gebruik nie; * nooit ander leerders dreig, aanraak of in gevaar stel nie; * nooit betrokke raak by bendebedrywighede nie; * nooit opruiende gedrag aanstig nie.
6	* in 'n skoon omgewing te werk.	* as persoon skoon en netjies wees; * nie eiendom en die omgewing beskadig of bemors nie; * nie sigarette, alkoholiese drank of ander dwelms gebruik nie; * dit rapporteer indien hy bewys het van ander leerders wat bogenoemde gebruik.
7	* regverdig behandel te word.	* suiwer en eerlik van motief wees; * objektief, redelik en beskaafd optree; * erken dat mense verskil en tekortkominge het; * ander regverdig en met deernis behandel.
8	* sy/haar kant van 'n saak te stel.	* ander 'n billike geleentheid gee om hulle mening te lug; * altyd die waarheid praat; * sy saak op 'n ordelike manier stel.

9	* deel te neem aan skoolbedrywighede.	<ul style="list-style-type: none"> * 'n bepaalde seisoen/termyn van deelname voltooi; * oefeninge en klasse gereeld en getrou bywoon; * samewerking aan die afrigters en opvoeders gee; * spankeuses, groep- en klasindelings aanvaar en respekteer; * goeie gedrag by byeenkomste openbaar; * die skool se sportkode aanvaar; * betrokke raak by 'n kulturele aktiwiteit, of lid raak van 'n vereniging; * die mooiheid van sy erfenis waardeer, * kulturele en sportaktiwiteite bywoon en sy skool daadwerklik ondersteun; * aan ten minste een winter- en een somersport deur die skool aangebied, deelneem; * te alle tye goeie sportmanskap op en van die veld demonstreer.
10	* gelukkig te wees.	<ul style="list-style-type: none"> * seksuele teistering en pornografiese materiaal in enige vorm vermy; * nooit liedjies sing, grappe vertel, skelname of gebare gebruik of die spot dryf t.o.v. ras, kleur, godsdiens of geslag nie; * 'n positiewe en lojale beeld teenoor die skool uitdra; * 'n gelukkige atmosfeer skep.
11	* erkenning vir prestasie te geniet.	<ul style="list-style-type: none"> * prestasies skriftelik aan die skoolhoof bekendmaak; * ander gelukwens wanneer hulle presteer.
12	* emosioneel en geestelik deur die skool versorg te word waar enigsins menslik moontlik, i.t.v. leiding, berading en dissipline.	<ul style="list-style-type: none"> * 'n hoë standaard van gedrag en hoflikheid binne en buite die skool openbaar; * lojaal wees aan die skool en net tot voordeel van die skool se reputasie optree; * integriteit en eerlikheid in alle aktiwiteite aan die dag lê; * gebruik maak van die strukture wat binne die skool bestaan, soos die SGOS (Skoolgebaseerde Ondersteuningspan).
13	* akademies die bes moontlike onderrig te kry waartoe die skool in staat is.	<ul style="list-style-type: none"> * sy bes probeer om sy akademiese potensiaal by die skool te vervul; * met verantwoordelikheid besef dat elke lid van die skool die reg het om ongesteurde onderrig in 'n veilige omgewing te ontvang; * die reg van die individu tot 'n volle opvoeding en 'n onontwrigte klasomgewing erken; * vroegtydig sy akademiese swakhede besef en gebruik maak van die skool se remediërende maatreëls soos ekstra klasse.
14	* die beste onderrig en afrigting te ontvang waartoe die skool in staat is.	<ul style="list-style-type: none"> * lojaal teenoor die skool wees; * trots wees op die skool en só leef dat ander op hom kan trots wees.
15	* ingelig te word watter gedrag aanvaarbaar is en wat die gevolge van onaanvaarbare gedrag sal wees.	<ul style="list-style-type: none"> * die skool se gesag in alle opsigte aanvaar.
16	* eie kulturele en godsdienstige oortuiginge te hê, in soverre dit beperk is tot algemeen en juridies aanvaarde vorme van godsdiens, en mits die uitleef daarvan nie in stryd is met enige van die reëls, waardes en norme vervat in hierdie Gedragskode nie.	<ul style="list-style-type: none"> * aanvaar en respekteer dat HJS 'n skool met 'n Christelike etos en lewenswyse is.

B. PARENTS

	Parents have the right to:	In respect of this right the parents should:
1	* educators with good qualifications and competence to teach subjects in a professional manner, while striving for high standards in all interaction with learners.	* ensure that their children attend school regularly; * ensure that their children wear the correct school uniform, that their appearance is correct at all times and that they have the correct equipment; * ensure that learners are at school on time.
2	* a non-discriminating, orderly and disciplined school, where respect is shown for cultural diversity.	* pay school fees regularly; * participate in school activities where they can; * attend parents' and PTA meetings regularly.
3	* have their children educated in a disciplined and safe environment.	* support the school, the educators and the Code of Conduct; * teach their children to have respect for educators, the school rules, traditions, symbols and values, and carry it out themselves.
4	* accept that learners will be treated fairly as individuals.	* inform the school immediately of any problem areas and communicate where necessary, and make use of structures such as TST.
5	* enjoy the support of educators who will be available on a regular basis to support parents i.t.o. academic or behavioural problems of learners.	* support the school in any disciplinary actions against their own and other children who try to disrupt the school; * not see the school as the 'enemy'; * pay attention to the school's advice.
6	* the best organisation and training w.r.t. cultural, sports and academic activities that the school has to offer.	* support and motivate their children to participate in the school's activities.
7	* receive professional administrative service from the school and to be heard and informed.	* act in a professional, educated and polite way towards the headmaster, staff or any other member of the school community.

C. EDUCATORS

	Educators have the right to:	In respect of this right the educator must:
1	* educate in a safe, proper, clean and quiet environment where teaching material and equipment are available and maintained.	* build an environment which aims at effective learning; * be well prepared for every lesson, teach effectively and evaluate completed work effectively; * maintain a clean, disciplined and safe environment in the classroom; * carry out administrative duties accurately and on time.
2	* expect that learners will at all times be present, punctual, polite, self-disciplined and respectful.	* be punctual, fair, consistent and sensitive towards the needs of the learners; * treat learners as individuals and respect their rights and motivate each learner to reach his full potential in all areas of the school's activities; * guide learners, help them identify and solve problems; * be aware of developments in education, the subjects that are taught and the methods of teaching in these subjects.
3	* be treated fairly and with dignity by the members of the school community and their professionalism be respected.	* be professional i.t.o. appearance and set the right example, e.g. by welcoming all visitors to the school in a friendly manner and helping them; * communicating with parents and keeping them up to date i.t.o. the progress of learners; * clearly informing learners at all times of any arrangements.
4	* have the support of colleagues, parents and those who are appointed above them.	* give similar support to others; * never be guilty of insubordination; * carry out lawful commands; * not gossip about colleagues or slander them in any manner; * never discuss colleagues' opinions with learners; * treat other colleagues' opinions with the necessary respect; * never promote your own subject/activities at the expense of other colleagues, but support colleagues' activities at school; * when giving homework, keep in mind that learners also have other subjects.
5	* educate without interruption.	* convincingly apply the school's discipline; * not disturb other colleagues while they are teaching; * not keep learners behind unnecessarily causing them to arrive late for the next class.
6	* enjoy privacy i.t.o. their private life, with the assurance that their property at the school will be respected.	* respect the values of others.

AFDELING C: SPESIFIEKE REËLS

Spesifieke reëls en ordereelings sluit in reëls t.o.v. skooldrag, die terrein, klaswisseling (beweging, gange, klokke), kleedkamers, klaskamers, voorkoms, gedrag binne en buite die skool en enige ander sake van belang vir die skep van 'n geordende skoolgemeenskap.

1. Sport- en skooldrag
2. Voorkoms
3. Beweging
4. Terrein
5. Leerders wat in die loop van die dag uitteken
6. Klaskamers
7. Kleedkamers
8. Kommunikasie

1. SPORT- EN SKOOLDRAG

1.1 Somerdrag

- Blou kortmouhemp (met skooldas).
- Grys kort- of langbroek met bruin, swart of grys gordel indien broek lussies het.
- Skoolsokkies.
- Donkerbruin skoolskoene met veters (sonder gespes!). Die dra van sg. 'Docs' is onaanvaarbaar. Die skoolbestuur hou sigself die reg voor om skoene te monitor t.o.v. die formele aard daarvan.
- Tydens saalbyeenkomste in die somer hoef die baadjie en das nie gedra te word nie.
- Skooltruie in die somer is opsioneel, maar dit mag nie sonder 'n skoolbaadjie gedra word nie.
- Seuns se hemde mag onder geen omstandighede uithang nie en broeke mag nie onder die middellyf hang nie.
- Truie en baadjies se moue mag nie opgerol word nie.

1.2 Winterwear

- Blue shirt, school tie, grey shorts or trousers, school blazer.
- Grey shorts or trousers with brown, black or grey belt if trousers have loops.
- School socks.
- Dark brown school shoes with laces (without buckles). So-called "Docs" are unacceptable. The school management has the right to monitor shoes regarding their informal nature.
- The school jersey is optional, but may not be worn without the blazer.
- The school blazer may not be worn without a tie.
- **NB** The prescribed schoolwear must be worn correctly from the time the learner leaves his house, until he returns home in the afternoon.
- No tracksuit tops, windbreakers or other jerseys may be worn with schoolwear.
- Only PBHS rain jackets may be worn over schoolwear on rainy days. At school the rain jacket must be taken off. The rain jacket never replaces the school blazer.
- At assembly: Full schoolwear in winter.

1.3 Sportdrag

- Alle klere moet **duidelik** gemerk wees.
- Die skoolsweetpakhok en HJS-broekie kan tydens atletiekbyeenkomste na en van die sportoefeninge gedra word. By byeenkomste waar ander skole betrokke is, moet die volle sweetpak gedra word.
- Matriek- en eerstespanhokke sal per geleentheid, soos deur die skoolbestuur bepaal, gedra word.
- Die erekleuredas mag slegs saam met die donkerblou baadjie gedra word, nie met die streepbaadjie nie.
- Op busse word die volle skooldrag gedra. Leerders wat om 08:30 reeds speel, mag in 'n sweetpak reis, maar moet die volle skooldrag gereed hê vir ná die wedstryd. Volle skooldrag word ook by tuiswedstryde, voor en ná die wedstryd gedra.
- Enige afwykings van bogenoemde, bv. leerders wat die Interskole-krieket met sweetpakhok en HJS-broekie bywoon, geskied slegs met verloop van die skoolhoof.
- Geen juweliersware of hoofbedekkings mag saam met sportdrag gedra word nie. Onder sekere omstandighede sal die HJS-pet toegelaat word.

2. APPEARANCE

2.1 General

- Only lapel badges approved by the school may be worn.
- No body piercing, of whatever nature, is allowed.

2.2 Hair

- Hair regulations for boys need special attention.
- If the hair above the ear is combed towards the ear, the hair may not be lower than the top of the ear. It may also not form a bank above the ear.
- The hair, if combed forward, may not be lower than two fingers breadth above the eyebrows.
- Neck hair must be cut in such a way that it becomes gradually thicker in accordance with the form of the head.
- No "steps" are permitted.
- The natural hairline serves as indication, on condition that hair does not hang over the collar of the shirt or blazer.
- Hair may not be coloured (dyed).
- Hair may not be cut unnaturally short or shaved. If hair is cut short, it must have a uniform length on the whole head.
- Hairstyles, colour and appearance must at all times contribute to the neat appearance of boys at PBHS.
- The use of gel or mousse or similar products is not permitted.
- Boys whose appearance is not acceptable, may at any time be asked to leave the grounds in order to rectify the situation.

2.3 Verdere klerereëls vir seuns

- Hemde: Boonste knope te alle tye toe en dasse geknoop en teen die kraag opgetrek, sodat dit nie los of 'n paar sentimeter onder die kraag hang nie. Die boonste hemsknop mag nooit sigbaar wees nie.
- Geen hemp mag sonder 'n das gedra word nie. Indien 'n leerder se uniform om die een of ander rede defek is, moet 'n verskoningsbriefie van die hoof of adjunkhoofde verkry word. Hemde moet te alle tye ingesteeek word.
- Enige kleur gordel anders as dié reeds genoem, of gordels met blink ornamente of gordelwapens op, is onaanvaarbaar.
- Alle leerders moet **dissiplinêre geleentheid** in skoolklere bywoon.

2.4 Tasse en boeke

- Slegs stewige, versterkte (m.a.w. met vakkies in) en netjiese handtasse en rugsakke, wat boeke na behore beskerm, word toegelaat.
- Tasse mag slegs donkerblou of swart wees. Die HJS-handtasse en rugtasse wat deur die BoisShope verkoop word, word aanbeveel.
- Bekrapping: Geen slagspreuke, sketse, simbole of plakkers van enige aard mag op tasse of boeke aangebring word nie.
- Tasse word nie op lessenaars of vensterbanke geplaas nie.
- Die leerder se naam moet binne-in die tas verskyn.
- Leerders/Ouers/Voogde is verantwoordelik vir die vervanging van verlore boeke. Skade aan boeke sal ook van die leerders/ouers/voogde verhaal word.

3. MOVEMENT

- At the start of each day everybody moves to the area in front of the main entrance of the school immediately after the warning bell has gone. After breaks learners must move to their various rows at once, and enter the school orderly and in rows when the second bell rings. Total silence and orderliness is expected in the rows.
- Movement in the corridors must at all times be orderly, brisk and quiet and must take place, where possible, in single rows.
- Learners take the shortest route to the specific class. No learners may enter a classroom without the permission of a teacher. Learners who wait outside classes, wait in single rows against the wall to ensure easy flow.

- When learners move from one class to another between lessons, they may not move behind the school or hall (western side).
- The following areas are out of bounds between lessons (except if permission is granted): telephone, toilets, tuck-shop, administrative offices and the area behind the school and hall.
- Learners may not use the corridor in front of the library as a passage or use the men's toilet next to the staffroom.
- Out of bounds areas are at all times the following: behind the hall (including the parking area; behind the music block and at the swimming pool, as well as laboratory entrance.
- Under normal circumstances eating inside the school building is forbidden. Food and other edibles are not allowed in classes. Water bottles remain in bags. Chewing gum is forbidden at all times, also during school activities.
- Absolute silence in the hall will prevail at all times.
- Learners must at all times move according to the indicated directions in the corridors.
- Learners must at all times be on time for any school activity.
- Latecomers must report to the office immediately after their arrival.

4. TERREIN

- Geen leerder mag die skoolterrein gedurende skoolure sonder skriftelike toestemming verlaat nie.
- Geen leerder mag 'n motor op die terrein bestuur nie.
- Fietse en motorfietse moet gestoot word. (Gebruik voorgeskrewe parkeerplek.)
- Leerders moet wegbly van enige voertuie op die skoolperseel.
- Leerders moet behulpsaam wees met die netheid van die skoolgrond. Leerders kan te eniger tyd deur enige leerkrag gevra word om die terrein of skoolgebou, of enige gedeelte daarvan, skoon te maak. Alle rommel moet in dromme gegooi word. **'n Leerder wat rommel strooi, sal gestraf word.**
- Geen plakkate en pamflette mag in die skool versprei word sonder die skoolhoof of een van adjunkhoofde se toestemming en handtekening nie.
- Leerders mag nie aan opvoeders of ander leerders se besittings raak of daarmee peuter nie. Leerders is te alle tye verantwoordelik vir hul eie besittings en alle kleredrag/tasse/toerusting/persoonlike besittings (ens.) **moet duidelik gemerk wees.** Die skool aanvaar geen aanspreeklikheid vir besittings wat weggraak nie. Dit is raadsaam om **nie waardevolle items skool toe te bring nie.**
- Ernstige vandalisme, soos brandstigting en die beskadiging van enige skool eiendom, is 'n oortreding wat tot uitsetting kan lei.
- Geen leerder word toegelaat in 'n area buite die perke nie.
- Leerders mag onder geen omstandighede besoekers anders as hul ouers op die skoolterrein ontvang en ontmoet nie. Ouers moet eers by ontvangs rapporteer alvorens hul toegelaat sal word om leerders te ontmoet. **Leerders sal onder geen omstandighede uit klasse geroep word nie.**
- Leerders moenie buite die terrein saamdrom nie. Hulle moet na binne beweeg en daar wag totdat die skool begin.

5. LEERDERS WAT IN DIE LOOP VAN DIE DAG UITTEKEN

Leerders wat siek is, bly by die huis. Dié wat gesond genoeg is om skool toe te kom, bly die hele dag by die skool, tensy hulle ouers hulle persoonlik kom haal. Diegene mag slegs die skool verlaat nadat die uittekenbriefie behoorlik voltooi is. Niemand kan net uitteken of slegs met 'n briefie van die ouer die skool verlaat as hulle siek voel nie.

Leerders wat in die loop van die dag siek voel, kan 'n pynpil by die sekretariële kantoor kry.

Let asseblief daarop dat leerders wat nie streng by hierdie uittekenreëlings hou nie, beskou sal word as synde afwesig sonder verlof en daarvolgens hanteer sal word.

Dit bly steeds die ouer se verantwoordelikheid om ons as leerkragte in te lig t.o.v. siektetoestande wat leerders het of onder lede mag hê, chronies of andersins.

6. KLASKAMERS

- Geen skool eiendom mag geskend, beskadig, bekrap of verwyder word nie.
- Algemene netheid van die klaskamers is almal se verantwoordelikheid. Klasse moet op deurlopende basis deur leerders skoon gehou word.
- Geen ongewenste leesstof of speletjies word toegelaat nie.
- Leerders staan op en groet as opvoeder die klaskamer betree.
- Geen etery word toegelaat nie. Water mag slegs gedrink word as die klok lui, nie tydens klastyd nie.

- Selfone word nie in klaskamers toegelaat nie. Indien 'n selfoon gesien word, sal dit gekonfiskeer word vir 'n tydperk wat deur die skoolhoof bepaal word. 'n Leerder wat wel 'n selfoon skool toe bring, doen dit op eie verantwoordelikheid. Die skool aanvaar geen verantwoordelikheid vir enige skade aan of verlies van 'n selfoon nie.

7. KLEEDKAMERS

- Kleedkamers moet te alle tye netjies gehou word.
- Kleedkamers mag nie tussen periodes of tydens klastyd besoek word nie. In geval van nood mag dit slegs met die betrokke opvoeder se toestemming gebeur.
- Toiletpapier moet spaarsamig gebruik word.

8. KOMMUNIKASIE

Kennisgewings en nuusbriewe is 'n waardevolle kommunikasiemiddel tussen die skool en ouerhuis. Die skool beskik oor die Desktop Communicator, maar leerders is nog steeds instrumenteel daarin deur te sorg dat hul ouers toepaslike inligting ontvang en dat antwoordstrokies betyds na die skool teruggestuur word.

SECTION D

TRANSGRESSIONS AND DISCIPLINARY MEASURES

CATEGORY	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
		Frequent repetition of level 1 acts, OR	Serious misconduct. Continued repetition of level 2 acts, OR	Very serious misconduct. Continued repetition of level 3 acts, OR	Criminal acts. Repetition of level 4 acts.
ATTENDANCE	Late for class. Bunking class.	Leaving school without permission.			
CLASS WORK	Homework Incomplete.				
DISOBEDIENCE	Ignoring reasonable instruction.	Interrupting education in class.	Severely disrupting classes.	Disrupting the entire school.	
DISHONESTY	With minor consequences, e.g. telling a lie.	With more serious consequences.	Theft. Forging documents or signatures, with minor consequences. Cheating in exams.	Forgery with serious consequences.	Robbery, major theft. Breaking into and entering locked premises.
INTERPERSONAL		Showing disrespect for others. Abusive language.	Racists, sexist, other discriminatory behaviour. Possession/ distribution of pornography, sexist or racist material.	Sexual abuse such as grabbing.	Sexual harassment, sexual abuse or rape. Engaging in sexual activity on the school grounds.
VIOLENCE		Abusive language.	Inflicting minor injury.	Verbally threatening the safety of others. Intentional, but limited injury.	Carrying a dangerous weapon. Threatening with a dangerous weapon. Using it to inflict physical harm. Assault with the intent to inflict major physical injury. Murder.
VANDALISM		Minor vandalism, e.g. graffiti.	Vandalism.		
NARCOTICS		Smoking or carrying tobacco.		Possessing or under the influence of alcohol, drugs or narcotics.	Dealing in or distributing drugs.

**PAARL BOYS' HIGH
DISCIPLINARY SYSTEM**

LEVEL 1

No	(1) Responsible person: Any teacher / Grade Head	Code
	(2) Action taken: (a) Teacher reprimands severely	
	(3) Transgression	
1	Failing to be on time in class, rows, school assembly, school and cultural meetings, sports meetings.	1.1
2	Talking: Class, rows, assembly, announcements.	1.2
3	Homework not finished on time.	1.3
4	Failure to respond to reasonable instructions by any teacher.	1.4
5	Books not properly covered and other forms of neglect.	1.5
6	Forgot books, tear-off slip, letter of absence, etc.	1.6
7	Neatness control: Grade Head in control: (1) Shoes or shaving: must be done first before going to class. (2) Hair: must be cut during first break (3) Clothing or bookcases – given chance till the next day	1.7
8	Eating or drinking in class/ instructional environment	1.8

LEVEL 2

No	(1) Responsible person: Any teacher	Action Taken
	(2) Transgression:	Refer to Grade Head with recommendation: Serious reprimand.
1	Repetition of level 1 behaviour, i.t.o. refusing to take note of punishment (reprimanding, sending out, moving to an alternative seat in the class, etc.).	2.1
2	Bunking (leaving / being absent from school without permission).	2.2
3	Disruption in class/hall.	2.3
4	Bad behaviour in passage: does not give way for teachers, talking loudly, etc.	2.4
5	Disrespect towards teachers (e.g. back chatting).	2.5
6	Minor vandalism, e.g. graffiti, littering, etc.	2.6
7	Being dishonest, e.g. copying homework or supplying books for copying.	2.7
8	Misuse of electronic appliances in, e.g. for computer room.	2.8
9	Non-participation in school activities.	2.9

Sending out of class is an option. Place the learner so that he can be seen and so that he can hear you.

LEVEL 3

No	(1) Responsible person: Grade Head	Action taken: final warning as to SGB-driven procedure
	(2) Transgression:	
1	Repetition of Level 2 transgressions: action taken by the school remains ineffective.	
2	Use of violence toward a fellow learner, e.g. fighting; inflicting injury upon another. / Verorsaak opsetlike besering aan ander persoon, bv. gooi van voorwerpe, sny met implimente soos glasstukke of skêre, ens.	
3	Gambling.	
4	Serious disruption of a class/ a meeting - the teacher loses control.	
5	Forging documents with less serious consequences, e.g. parents' signature on class test or absentee letter.	
6	'Bunking' detention.	
7	Smoking, carrying tobacco, smokers' circle.	

Possibly involving councillor as intervention.

8	The possession of dangerous toys, e.g. BB-gun, knife, catty.	
9	Racist, sexist or discriminatory behaviour.	
10	The possession or distribution of pornography, racist or sexist material or looking at or downloading pornographic material from any computer at the school.	

In the case of 8 and 9: also report to EMDC : Section GLOO

11	Dishonesty (e.g. during tests or exams: loses all marks and parents are informed).	
12	Behaviour which, in the opinion of the undersigned disciplinary head, is inappropriate or disrespectful, especially toward the traditions, culture or branding of Paarl Boys' High.	
13	More serious vandalism, e.g. breaking a window: Learner will cover all costs of repair.	

Once again intervention, including a discussion with the councillor and/or Grade Head or parents.

VLAK 4

Nr	(1) Verantwoordelike persoon: Adjunkhoof/Ouers ingelig	AKSIE GENEEM: Ouers/Beheerliggaam
	(2) Oortreding	
1	Herhaling van vlak 3-optrede.	
2	Diefstal van 'n ernstige aard.	
3	Ernstige vandalisme (brand gestig op die terrein, ens.).	
4	Verbale dreigement teenoor ander persoon/ intimidasie/ viktimisering / deelname aan bendeverwante aktiwiteite.	
5	Besit of gebruik van alkohol of dwelmmiddels (sigarette ingesluit) of onder die invloed van drank of dwelms op skoolterrein of gedurende enige skoolaktiwiteit.	
6	Ontwrigting van skool deur boikotte of protesoptogte ('picketing') sonder toestemming.	
7	Die ernstige vervalsing van dokumente, bv. van rapporte of dokumentasie van 'n ander skool.	
8	Gereeld afwesig (meer as 40 skooldae).	
9	Enige aksie wat, na die mening van die Beheerliggaam, skandelik, onvanpas of onbehoorlik is.	

Level 5

No	(1) Responsible person: Headmaster	ACTION TAKEN: Refer to Governing Body (BG) or Police.
	(2) Transgression:	
1	Repetition of level 4 behaviour.	Governing Body
2	Intending or inflicting major physical or emotional harm to another person. / Assault.	Police / GB
3	The possession of a dangerous weapon on the school terrain. / Threatening a person with such a weapon. / Purposefully injuring another person with such a weapon.	Police / GB
4	Sexual abuse (groping, touching, exposing oneself, harassment or any other immoral act, etc. *	Police / GB
5	Robbery and major theft (e.g. a car or bicycle).	Police / GB
6	Breaking and entering locked premises.	Police / GB
7	Murder.	Police / GB
8	Dealing or distributing drugs.	Police
9	Engaging in sexual activities on school grounds *.	Governing Body
10	Being found guilty by a Court of Criminal Law.	Governing Body
11	Being guilty of an action which, in the opinion of the Governing Body, is scandalous, inappropriate or indecent.	Governing Body

* ***In the case of points 4 and 9. Discuss the transgression with the Chairman: GLOO at EMDC and get support from learner-victim and learner-offender.***

(See the WCED document titled Abuse No More, as well as other relevant legislation and regulations.)

Conduct in terms of Detention (where applicable):

- 1) Ondertekende briefie (sien onder) terug aan onderwyser vanaf graadhoof.
- 2) Indien detensie: onderwyser gooi in detensie-“posbus” (kartondoos met gleuf) op plek in personeelkamer.
- 3) Detensiebestuurder stel lys op. Dan:
 - (a) *The detention list is given to the learners on the Tuesday preceding the Friday. A list of names of all those in detention is placed on the notice board.*
 - (b) **Detention is not negotiable. Everybody will sit except in the case of serious injuries or family crises.**
 - (c) *Detention 3 (18 POINTS): A standard letter to the parents explaining the consequences of further detention.*
 - (d) *Detention 4 (24 POINTS): Parent and learner appear before a panel of educators. In the case of academic transgressions, a plan of academic support is arranged. Behaviour transgressions are discussed.*
 - (e) *Detention 5 (30 POINTS): A letter of warning from the Governing Body outlining the consequences of further detentions.*
 - (f) *Detention 6 (36 POINTS): The learner appears before the Governing Body in the case of serious misconduct; possible suspension for a period of 1-7 days. This rests on the discretion of the Headmaster.*
 - (g) *Any form of intervention must be indicated on the white card.*
 - (h) *Final warnings and Governing Body procedures must be indicated on the detention record.*
 - (i) *Detention is for three hours, from 14:00-17:00 on a Friday.*
 - (j) *All staff members do duty in alphabetical order as the needs arise.*
 - (k) *Detention consists of mandatory worksheets / cleaning duty / PT / military drill skills. (The teacher, depending on his/her ability, chooses from these possibilities.)*

HJS: GRAADHOOFVERWYSING / PBHS: GRADE HEAD REFERENCE

Name of learner: Grade:

Name of teacher: Signature:
.....

Date: Period no.:

Transgression: Code

Recommendation: † Detention † Reprimand

Comment:

Action taken:

Signature: Learner: Grade Head:

AFDELING E

ERNSTIGE WANGEDRAG

Uittreksel : Die “Wes-Kaapse Provinsiale Wet op Skoolonderwys”, 1997 (Wet 12 van 1997), [Algehele Handleiding vir die Skorsing en Uitsetting van Leerders uit Openbare Skole] (uitsluitend openbare skole waar daar na skole verwys word in terme van die Kinderwet, 1983 (Wet 74 van 1983) en/of die Wet op Kriminele Prosedure, 1977 (Wet 51 van 1977)) in Omsendbrief 0030/99 - Die Provinsiale Administrasie, Wes-Kaap Onderwysdepartement.

Die Beheerliggaam mag, ná ’n regverdige verhoor, ’n leerder skors of uitsetting aanbeveel by die Hoof van Onderwys, indien ’n leerder skuldig bevind word aan ernstige wangedrag.

WOORDOMSKRYWING

In hierdie regulasies het ’n woord of uitdrukking waaraan ’n betekenis in die Wet geheg is, die betekenis aldus daaraan geheg en, tensy uit die samehang anders blyk, beteken -

“beheerliggaam”:	die Beheerliggaam van die skool soos beoog in artikel 16(1) van die Wet;
“Departementshoof”:	die hoof van die onderwysdepartement in die Wes-Kaapprovinsie;
“die Wet”:	die Suid-Afrikaanse Skolewet, 1996 (Wet 84 van 1996);
“leerder”:	’n leerder soos omskryf in artikel 1 van die Wet;
“Lid van die Uitvoerende Raad”:	die Lid van die Uitvoerende Raad verantwoordelik vir onderwys in die provinsie Wes-Kaap;
“ouer”:	’n ouer soos omskryf in artikel 1 van die Wet;
“prinsipaal”:	’n prinsipaal soos omskryf in artikel 1 van die Wet;
“skool”:	’n openbare skool wat ’n koshuis insluit;
“skorsing”:	die tydelike verbod op ’n leerder om ’n skool by te woon;
“uitsetting”:	die permanente verbod op ’n leerder om ’n skool by te woon.

ERNSTIGE WANGEDRAG

Behoudens die bepalings van die Wet is ’n skoolleerder:

- wat deur ’n hof skuldig bevind is aan ’n misdryf en gevangenisstraf opgelê is sonder die keuse van ’n boete; of
- wat bedwelmende drank of ander dwelmmiddels op die skoolterrein of tydens ’n skoolaktiwiteit gebruik of in besit het; of
- wat hom skuldig gemaak het aan aanranding, diefstal of onsedelike gedrag; of
- wat herhaaldelik sonder verlof van die skool en/of klasse afwesig is; of
- wat hom, na die mening van die Beheerliggaam, op ’n skandelige, onbehoorlike of onbetaamlike wyse gedra,

skuldig aan ernstige wangedrag.

Vir alle leerders in HJS sluit Punt (e) hierbo die volgende in:

- baklei, vloek of hom vals identifiseer;
- medeskoliere of personeel dreig;
- hom skuldig maak aan rassisme of onaanvaarbare/nadelige graffiti;
- beskadiging of vernietiging van skoleiendom of dié van enige persoon van die skool se gemeenskap;
- herhaaldelik die skoolreëls of Gedragskode van die skool oortree;
- om hom/haarself so te gedra dat dit volgens die opinie van die beheerliggaam onaanvaarbaar is.

Sien ook vlakke 4 en 5 van Afdeling D.

Behoudens die bepalings van die Wet kan ’n leerder by ’n skool, indien hy ná ’n regverdige verhoor aan ernstige wangedrag soos in subregulasie (1) bedoel, skuldig bevind is, deur die Beheerliggaam van die skool geskors word, of deur die Departementshoof uit die skool gesit word.

SKORSING EN UITSETTING VAN LEERDERS:

- (1) Waar dit onder die aandag van die Beheerliggaam kom dat die gedrag van 'n leerder sodanig is dat dit ingevolge regulasie 2(1) as ernstige wangedrag beskou kan word, welke gedrag afbreuk sal doen aan die belange van die skool indien daar nie dissiplinêre maatreëls toegepas word nie, moet die Beheerliggaam:
 - (a) die leerder asook sy of haar ouer(s) skriftelik van die klag van wangedrag in kennis stel;
 - (b) 'n vergadering van die beheerliggaam belê waartydens aan die betrokke leerder en/of sy ouers(s) of verteenwoordiger die geleentheid gebied word om mondelinge of skriftelike verhoë te rig waarom die leerder nie geskors of uitgesit behoort te word nie; en
 - (c) na die aanhoor van die verhoë besluit of die leerder vir 'n tydperk van hoogstens een week geskors moet word as 'n korrektiewe maatreël, of besluit om by die Departementshoof aan te beveel dat die leerder uit die skool gesit word.
- (2) Waar 'n beheerliggaam by die Departementshoof aanbeveel dat 'n leerder uit die skool gesit word, word sodanige leerder nie toegelaat om die skool by te woon nie, in afwagting van 'n beslissing deur die Departementshoof in hierdie verband.
- (3) Waar 'n beheerliggaam besluit om by die Departementshoof aan te beveel dat 'n leerder uit die skool gesit word, moet die ouer(s) van die leerder skriftelik dienooreenkomstig ingelig word met 'n opgaaf van redes vir die besluit en die volgende dokumente binne 14 dae na die datum van die besluit aan die Departementshoof voorgelê word:
 - (a) 'n volledige verslag van die omstandighede wat tot die besluit aanleiding gegee het;
 - (b) die notule van die vergadering waartydens die besluit geneem is; en
 - (c) enige skriftelike verhoë van die leerder/ouer(s)/verteenwoordiger.
- (4) Die Departementshoof moet binne 14 dae na ontvangs van die dokumente in subregulasie (3) bedoel, besluit of die leerder uit die skool gesit of tot die skool hertoegelaat moet word en sodanige besluit moet onmiddellik skriftelik aan die beheerliggaam en ouer(s) bekend gemaak word.

VOORPROSEDURIËLE SKORSING

Wysiging van artikel 9 van Wet 84 van 1996, soos gewysig deur artikel 7 van Wet 48 van 1999.

2. Artikel 9 van die Suid-Afrikaanse Skolewet, 1996, word hierby gewysig deur
 - (a) subartikel (1) deur die volgende subartikels te vervang:
 - (1) [Behoudens hierdie Wet en enige toepaslike provinsiale wet, kan die] Die Beheerliggaam [van 'n openbare skool] kan, [ná 'n regverdige verhoor,] op redelike gronde en as 'n voorsorgmaatreël, 'n leerder wat vermoedelik ernstige wangedrag gepleeg het, skors van bywoning van die skool [____]
 - (a) as 'n korrektiewe maatreël vir 'n tydperk wat nie een week te bowe gaan nie; of
 - (b) in oorleg met die *Departementshoof*, in afwagting van 'n beslissing deur die *Departementshoof* of die *leerder* uit die *skool* gesit moet word.]
, maar mag sodanige skorsing opdwing slegs nadat die *leerder* 'n redelike geleentheid gebied is om verhoë in verband met sodanige skorsing aan hom te rig.
 - (1A) 'n *Beheerliggaam* moet binne sewe skooldae ná die skorsing van 'n *leerder* dissiplinêre verrigtinge teen sodanige *leerder* hou op die wyse in artikel 8 beoog.
 - (1B) Indien dissiplinêre verrigtinge nie binne sewe skooldae na die skorsing van 'n *leerder* gehou word nie, moet die *Beheerliggaam* die goedkeuring van die *Departementshoof* verkry vir die voortsetting van die skorsing van sodanige *leerder*.
 - (1C) 'n *Beheerliggaam* kan, nadat 'n *leerder* gedurende die dissiplinêre verrigtinge in artikel 8 beoog, skuldig bevind is aan ernstige wangedrag –
 - (a) skorsing van sodanige *leerder* vir 'n tydperk van hoogstens sewe skooldae oplê, of enige ander sanksie in die Gedragskode van die *openbare skool* beoog; of
 - (b) 'n aanbeveling aan die *Departementshoof* doen om sodanige *leerder* uit die *openbare skool* te sit.
 - (1D) 'n *Departementshoof* moet die aanbeveling van die *Beheerliggaam* in subartikel (1C)(b) bedoel oorweeg en moet besluit om die *leerder* uit die skool te sit al dan nie binne 14 dae na ontvangs van sodanige aanbeveling.

- (1E) `n *Beheerliggaam* kan die skorsing van `n *leerder* oplê of verleng vir `n tydperk van hoogstens 14 dae hangende die *Departementshoof* of sodanige *leerder* uit die *openbare skool* gesit moet word al dan nie.“:
- (a) subartikel (2) deur die volgende subartikel te vervang:
- (2) [Behoudens enige toepaslike provinsiale wet, mag] `n *Leerder* by `n *openbare skool* mag uit die skool gesit word slegs
- deur die *Departementshoof*; en
 - indien hy of sy nà [***n regverdige verhoor**] dissiplinêre verrigtinge in artikel 8 beoog, skuldig bevind is aan ernstige wangedrag.“
- (b) subartikel (4) deur die volgende subartikel te vervang:
- (4) 'n *Leerder* of die *ouer* van 'n *leerder* wat uit 'n *openbare skool* gesit is, kan binne 14 dae na ontvangs van die kennisgewing van uitsetting teen die beslissing van die *Departementshoof* appèl aanteken by die *Lid van die Uitvoerende Raad*“; en
- (c) die volgende subartikels by te voeg:
- (6) 'n *Leerder* wat appèl aangeteken het op die wyse in subartikel (4) bedoel, moet toegang tot onderwys verleen word op die wyse deur die *Departementshoof* bepaal, hangende die uitkoms van die appèl.
- (7) Die *departementshoof*, by die bepaling van die wyse van bywoning in subartikel (6) beoog –
- (a) moet redelike maatreëls tref om die regte van ander *leerders* by die *openbare skool* te beskerm; en
 - (b) kan 'n alternatiewe metode oorweeg om onderwys te verskaf aan die *leerder* in subartikel (6) beoog.
- (8) Indien die *Departementshoof* besluit om nie 'n *leerder* uit die skool te sit soos in subartikel (2) beoog nie, kan die *Departementshoof*, in oorleg met die beheerliggaam, 'n gepaste straf aan die *leerder* oplê.
- (9) Indien die *Departementshoof* besluit om nie straf aan die *leerder* op te lê nie, moet die *Departementshoof* die aangeleentheid na die *beheerliggaam* terugverwys vir alternatiewe straf ingevolge die Gedragskode in artikel 8 beoog, uitgesluit.
- (10) Die *Beheerliggaam* moet die straf in subartikel (8) beoog, implementeer.

APPÈL:

Enige appèl deur die *leerder* of die *ouer(s)* van die *leerder* teen die besluit van die *Departementshoof* moet binne 10 dae nadat die skriftelike kennisgewing van sodanige besluit ontvang is, by die *Lid van die Uitvoerende Raad* aangeteken word en die beslissing van die *Lid van die Uitvoerende Raad* is finaal.

GEVOLGE VAN UITSETTING

- (1) Waar daar besluit word om 'n *leerder* wat aan verpligte skoolbywoning onderhewig is, uit te sit, moet die *Departementshoof* reëlings tref vir die plasing van sodanige *leerder* by 'n alternatiewe skool.
- (2) Enige *leerder* wat nie aan verpligte skoolbywoning onderhewig is nie en wat weens ernstige wangedrag uit 'n skool gesit is, moet die geleentheid gebied word om die finale eksamen van die jaar waarin hy uit die skool gesit is, af te lê: met dien verstande dat sodanige *leerder* die eksamen aflê in 'n lokaal apart van die *leerders* van die skool wat hy bygewoon het ten tyde van sy uitsetting.

AFDELING F: ALGEMEEN

1. VERLOOP van dissiplinêre prosedure

- (1) Die Voorsitter verwelkom almal en stel die lede van die tribunaal bekend.
- (2) Die Voorsitter hou die klagstaat, wat hy van die inisieerder ontvang, aan die beweerde oortreder voor.
- (3) Die leerder word gevra om te pleit.
- (4) **Skuldig:** oor na versagtend en verswarend; eers die leerder/vertegenwoordigers, dan inisieerder.
- (5) Voorsitter vra dan inisieerder vir 'n voorstel om 'n sanksie.
- (6) Almal verlaat die vertrek sodat slegs die tribunaal oorbly om sanksie te delibereer.
- (7) Leerder word ingeroep en sanksie opgelê.
- (8) **Onskuldig:** Beide inisieerder en leerder kan getuies roep en bewyse lewer, met dien verstande dat getuies kruisondervra kan word deur beide partye en getuienis ondersoek kan word.
- (9) Almal verlaat hierna die vertrek sodat net die tribunaal oorbly om die pleidooi op grond van gelewerde getuienis te oorweeg.
- (10) Almal (inisieerder en leerder) word ingeroep en ingelig of die onskuldig-pleidooi aanvaar is.
- (11) Skuldig: oor na versagtend en verswarend; eers die leerder/vertegenwoordigers, dan inisieerder.
- (12) Inisieerder vra dan vir 'n sanksie.
- (13) Dan verlaat almal weer die vertrek sodat slegs die tribunaal oorbly om sanksie te delibereer.
- (14) Leerder word ingeroep en sanksie opgelê.
- (15) Leerder word ingelig van sy appèlregte, indien enige.
- (16) Die Voorsitter sluit die vergadering.

AFSLUITING

Hierdie Gedragskode is die uitdrukking van die wense van die totale skoolgemeenskap, t.w. opvoeders, leerder en ouers.

Dankie

.....
C. van Schalkwyk
Voorsitter: SBL

Hiermee erken ek,, ouer/wettige voog van

..... in graad aan genoemde instansie,
ontvangs

van die gedetailleerde Gedragskode soos goedgekeur deur die SBL.

.....
Handtekening

.....
Datum

I,, parent/legal guardian of

..... in grade, hereby
acknowledge

receipt of the school's detailed Code of Conduct as approved by the SGB.

.....
Signature

.....
Date