

BROOKLYN SCHOOL CODE OF CONDUCT

(Revised 29 October 2017)

The tone and ethos of our school revolves around the behaviour of the pupils both in and out of school.

Code of Conduct according to the General Notice 6903 of 2000 as amended by General Notice 2591 of 2001 referred to in the South Africa School's Act (SASA) (Act 84 of 1996)

The ultimate responsibility for learners' behaviour rests with the parents or guardians. It is expected that parents/guardians will:

- a) Support the school, and require learners to observe ALL school rules and regulations and accept responsibility for any misbehaviour on their part; and**
- b) Take an active interest in their children's schoolwork and make it possible for the children to complete assigned homework.**

Parents should attend meetings that the School and School Governing Body convenes for them.

COURTESY AND RESPECT:

1. Address teachers and visitors courteously at all times, and greet them when passing by.
2. Always stand when speaking to teachers and visitors, or when they are speaking to you.
3. Stand when approached by a teacher or a visitor.
4. When a visitor appears to be lost, ask if you can be of assistance.
5. Always commence a question, answer or conversation with "Good morning/Afternoon Sir/Madam".
6. Remember to use the words "please" and "thank you".
7. Honesty and integrity are expected of children at ALL times.
8. Educators, their desks, their property and their classrooms are to be respected.
9. Items found lying around must be handed in at the office.

ATTENDANCE AND PUNCTUALITY:

1. School attendance is compulsory.
2. School commences at 07:30. Learners must be at school by 07:20.
3. Learners are to leave the school premises immediately after the academic day/extra-mural activities.

SCHOOL AND PERSONAL PROPERTY:

1. Respect school and personal property.
2. Stealing, malicious damage to property and interfering with other people's property, like taking things without permission and scratching through bags, will not be tolerated. In the case of stealing the police will be contacted.

3. Learners are responsible for their own personal property. All items must be marked. DO NOT leave clothes or bags lying around in the school building.

CLEANLINESS, SCHOOL UNIFORM, JEWELLERY AND HAIR:

1. Learners must take pride in wearing their school uniforms and ensure that the correct uniform is worn and that it is both neat and tidy.
2. Learners must wear their school uniform when they leave the premises at the end of the day. Learners may leave in their sports clothes after official extra-murals. NO pupil may leave the swimming pool area wearing a swimming costume.
3. When wearing a school tracksuit top it must be zipped up.
4. Jerseys and tracksuit tops may not be tied around the waists. Tracksuit pants may not be worn alone without the tracksuit top.
5. Chewing gum is not permitted on the school premises or during school outings.
6. Girls may wear earrings. Only small, plain, silver or gold studs or sleepers are permitted. No bracelets permitted.
7. Large, bright and colourful watches may not be worn, however neat, plain watches are acceptable.
8. Smart watches are not allowed.
9. Nails must be clean and short. No nail varnish permitted.
10. Make-up may never be worn.
11. No body piercing and tattoos allowed for boys and girls.

HAIR POLICY:

All hair should be neat and well-groomed at all times. No eccentric, ridiculous styles permitted.

BOYS HAIR:

- Off the collar
- Above the ears
- Fringe above the eyebrows
- No side burns
- No chemical processes, dye, bleaching, colouring or relaxing
- No patterns/stripes/zigzags cut into the hair
- No mowhawks
- Hairstyles must be the shape of the head and less than 2cm from the skull.
- No gel/mousse allowed

GIRLS HAIR:

- Braids and Afro's are allowed
- Fringe above the eyebrows, No loose hair strands in the face.
- No dyed hair
- No coloured hairpieces/ extensions
- Navy, black, white or brown elastics and alic bands only
- Recognised school supplier hair accessories may be used
- Hair touching the shoulders or longer must be tied back

CIVVIES DAYS:

Learners are allowed to wear civvies on certain days. However, learners are still attending and representing their school and should therefore dress accordingly. It is important that the behaviour and appearance of the learners, at all times reflect the ethos of the school.

Should the staff view any child as improperly dressed, or behaved, they may take action as they see fit, in their role as ipso facto parents.

Dress:

Girls:

- No underwear straps showing
- No low cut/tight crop tops
- No belly buttons visible
- No short mini
- No shorts cut too far above the knee
- No underwear above pants line to be visible
- Baggies/board shorts are in order
- No make-up

Boys:

- No underwear visible
- Baggies/board shorts are acceptable

Earrings:

- Same as school dress code

Hair:

Girls:

- May be untied but not dyed in colours or bleached
- Bows/hair pins/Alice bands acceptable

Boys:

- No pony tails or undercut
- No chemical processes, dye, bleaching, colouring or relaxing

Shoes:

- Takkies; shoes and sandals allowed
- No bare feet or slippers

BEHAVIOUR AND CONDUCT IN AND AROUND THE SCHOOL:

1. To be controlled at all times.
2. Dishonesty and disobedience is not allowed.
3. Disruption of academic teaching and learning time will not be allowed.
4. Learners to line up promptly at the end of breaks and before assembly. Talking will not be tolerated.

5. Learners to keep to the left along the corridors and remain in single file without talking. They are to walk briskly when moving from classroom to classroom.
6. Running in and around any part of the school building is NOT permitted.
7. Suitcases, tog bags and trolleys must be placed neatly in the quad or in lines outside the classrooms.
8. Behaviour at the Tuck-shop to be beyond reproach. Remember to say "please" and "thank you" and not to push and shove.
9. Wait quietly outside the classroom if the teacher is not present at the start of a lesson. If no teacher arrives within 5 minutes, class monitors must report to the Principal and the Deputy.
10. DO NOT THROW ANY OBJECTS over balconies or out of classrooms.
11. Drugs, alcohol and cigarettes are not permitted on the property; nor may they be found on children after school.
12. NO SWEARING, BULLYING OR FIGHTING WILL BE TOLERATED.
13. SPITTING IS A PUNISHABLE OFFENCE.
14. Cellphones, iPods, Tablets, BB Guns, knives and any other dangerous/electronic objects are not permitted at school and will be confiscated and pupils will be punished accordingly.
15. No hugging or physical contact is permitted between boys and girls.
16. Learners are to use the correct playgrounds at all times.
17. Rough games like Red Rover, Rugby, Wrestling or Stingers may not be played at breaks. (NO CONTACT GAMES).
18. No learners may leave the school premises during school hours without permission from the Principal and Deputy Principal.
19. Learners may not talk to strangers at the gates or along the fences before and after school and during breaks.
20. No selling of any goods on the school premises or boundaries of the school will be permitted.
21. Do not touch things that do not belong to you.
22. Be tolerant of the views, beliefs and opinions of others.

OUT OF BOUNDS:

1. The main entrance and passage through the Admin Block may only be used by staff and prefects.
2. The school buildings are out of bounds before and after school and during breaks. This includes the front of the school and the quad.
3. No learners are permitted to be in the classroom or the hall before and after school or during breaks unsupervised.

EXTRA-MURAL ACTIVITIES:

1. Learners are encouraged to participate in school sporting and cultural activities.
2. Proper dress for the various activities must be worn and coaches may ban pupils from practice and matches if players are inappropriately dressed.


3. Learners must take care when crossing the road to get to the tennis courts and the park fields.
4. Learners who do not hand coaches a written letter excusing them from activities will be punished.

GROUNDS:


1. Learners may not climb trees or on to roofs; nor may they climb gates or fences.
2. Graffiti of any kind is unacceptable.
3. Litter should be placed in bins.
4. Damage to school property must immediately be reported to the Principal and the Deputy Principal.
5. Learners may not be on the school property during weekends or at night.
6. Roller blades / Skate boards are not permitted on the property - these will be confiscated and pupils punished accordingly.
7. Learners may NOT waste water.
8. MESSING IN THE TOILETS IS A PUNISHABLE OFFENCE.

Parents need to emphasize that all School Rules and Regulations must be adhered to. Learners are expected to know and adhere to all school and classroom rules. Ignorance of these rules is NOT an acceptable excuse.

SMT:



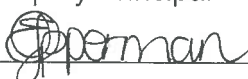
Mr A Nel
Principal



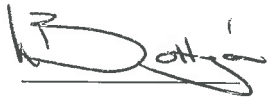
Ms H Van Rensburg
HOD



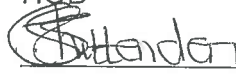
Mrs P Maharaj
Deputy Principal



Mrs E Opperman
HOD



Mrs L Bottyan
HOD



Mrs J Chittenden
HOD

SGB:



Mr O Ramabulana
SGB Representative