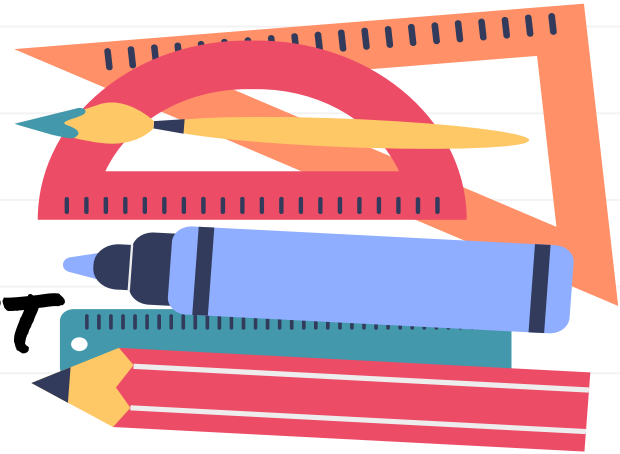
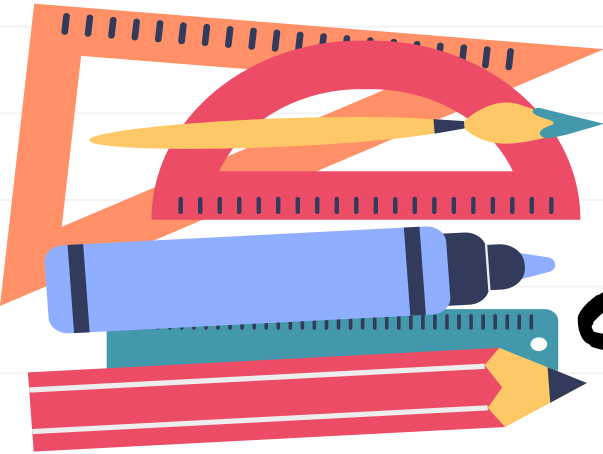




LEARNER CODE OF CONDUCT



GENERAL SCHOOL RULES:

1. School gates are opened at 6:45 - 7:20 AM. Please make sure you arrive on time, queue in the correct line according to your grade where a prefect and teacher will screen you before entering the school
2. Head straight for your register class, no playing or mingling with students to avoid unnecessary contact. Grade 4 - Room 4, Grade 5 - Room 6, Grade 6 - Room 7, Grade 7 - Room 5
3. Register period is from 7:20 - 7:30 AM - should you arrive late, it is your responsibility to make sure your register teacher changes your status from absent to present for the day
4. All students stationery and belongings must be clearly labelled - stationery theft will not be tolerated nor will the school be held accountable
5. All textbooks and scripts in the learner's possession remain the property of the school. The neat care and maintenance of it is therefore a requirement No damaging or defacing of books will be tolerated. Lost books must be replaced or paid according to the price of the textbook - failure to do so will result in forfeiting of book deposit refund at the end of Grade 7
6. Our school grounds and school hall are our pride and no litter is tolerated. All litter must be placed in refuse bins. No soft drink or food is allowed in the school hall and classrooms.

7. Break times are at: 9:30 - 10:00 AM and 11:20 - 11:35 AM. When breaks have ended students must immediately pack away lunch boxes, take relevant books for the next class and line up outside the relevant class to be sanitized and enter
8. Students rotate between classes for each lesson and so all books are covered in a specific colour for easy recognition and faster transitions between classes - no books lying on the verandah outside the back will be acceptable
9. Homework period Mondays - Thursdays 12:55 - 13:30 are compulsory periods for student to begin with homework, specifically homework that requires the use of internet. Therefore, the excuse of not having access to internet will not be acceptable to school going learners
10. School day ends at 13:30, all students will start packing up at 13:25 and line up outside their register classes. Students must leave their last class of the day in a neat and tidy manner, close all windows and pick up any litter on the classroom or verandah floors
11. Students will dismiss immediately to the gate and line up until picked up - gates will be closed at 13:50 and students remaining will be asked to join aftercare learners to begin with homework while waiting.

UNIFORM RULES:

1. All students must be dressed in their navy (or old grey) Thorntree shirt and pants that are black, navy or grey - This is applicable to learners at home as well, no Pj's!
2. All students must wear a pair of closed shoes (preferably trainers/tekkies) - no sandals with feet exposed or flip flops with socks will be allowed
3. All students will wear a cloth mask at all times and have a spare mask in their bag
4. All students must have a Thorntree cap/hat for break times
5. Only in winter will students be allowed to put on a jacket/jersey that are black, navy or grey
6. No hoodies or beanies will be allowed - present yourself in a neat and respectful manner
7. Jewellery, girls: no necklaces, bracelets, finger rings will be allowed. Simple hoop or stud earrings and a watch will be acceptable. Should any accessory that a girl wears cause any form of distraction, she will be kindly asked to remove it for the day / not wear it to school. No makeup may be worn to school.
8. Jewellery, boys: boys will only be allowed to wear a watch - no other accessories or jewellery will be allowed

ONLINE CLASS RULES: (STUDENTS WORKING FROM HOME)

1. Make sure you are signed into your THORNTREE GMAIL ACCOUNT ONLY on the device you will be using - no personal gmail accounts will be given access
2. Memorise your gmail password!
3. At the start of every lesson, you will join the Google Meet via the link in the banner on the classroom website
4. Should you miss a Google Meet for the day in any subject, you will be marked absent and your parent will be contacted to follow up on this
5. Should you have connection issues, it is expected of your parent to kindly send a whatsapp or email to the relevant teacher to inform of the delay
6. It is your responsibility to catch up on any missed live lessons or activity submissions on Google Classroom, should you be absent or late for a class
7. Be honest in everything you do - using the internet or your books when writing assessments might seem like the easiest option now, but it will cost you heavily when you return to class or write exams at school!

GENERAL CLASS RULES:

1. Please bring your diary to every class (online as well!). This will serve, not only as a means to remember your day to day 'to-do's', but also as a communication tool between your parents/guardian and the teacher.
2. Tablets/Laptops must be charged and brought to school EVERYDAY. Should there be a legitimate reason for the absence of your device, kindly have your parent/guardian send a letter to your teacher explaining the situation.
3. If you are absent for an entire day of school, an email/ letter must be sent to the school with a valid reason/doctors letter
4. Should you be absent, it is YOUR responsibility to find out what you have missed and what you are required to catch-up on. Go to your teacher / email your teacher during the day and he/she will happily explain to you any content that was missed.
5. If you were absent for a cycle test/assessment, you will be required to do it as soon as you are back at school / back online.
6. Cycle tests and other assessments that are sent home are to please be signed by your parent / guardian within 3 days of receiving the test.

BREAK + LUNCH RULES:

1. Each student must bring his/her own lunch box, water bottle and/or lunch bag and all must be clearly labelled - no sharing will be accepted
2. Students must be packed with some healthy, nutritious lunch - no junk food such as crisps, donuts, sweets, etc will be allowed. Healthy brain food keeps us motivated and our brains stimulated to retain all knowledge learnt throughout the day!
3. Only water is allowed - No cold drink or juice is acceptable.
4. All students will sit on the verandah / grass section of their register and eat their lunch for at least the first 10 minutes of break - this will avoid any accidents of dropping lunch boxes etc.
5. All students must have a school cap/hat - NO HAT NO PLAY under our hot African sun!
6. If you bring your own soccer ball, tennis ball etc and it is misplaced or damaged, it will not be the responsibility of the school or any other student
7. Students will not be allowed in the classroom or near caddies/school bags during break to avoid any accidents/theft

DISCIPLINE SYSTEM:

1. A strike will be given each time homework is incomplete, not done or left at home
2. A strike will also be given should a learner disrespect another learner, prefect or teacher. Based on the severity of this action, it may also lead to a demerit immediately
3. A strike may also be given should a learner not return a signed assessment within 3 days that a teacher has sent it home - all formal assessments need to be signed and returned to the school as property and evidence for the department of education
4. 3 strikes in one subject will result in a demerit, which will then be notified to the parent
5. 4 demerits result in a detention session which will be attended on a Friday afternoon 12:30 - 2:20 PM. The student and parent will be notified a week in advance to ensure that no other appointments overlap the detention session.
6. Lying, stealing or vandalising of school, personal or other students belongings will not be tolerated and hence will result in immediate detention. Should the learner admit to their accusation or come forth in honesty, only a demerit will be given.

"Discipline is the bridge between goals and accomplishments"