

Rouxville Primary School

PROSPECTUS



## **OUR VISION**

Rouxville Primary School is a school that creates opportunities for the holistic development of each learner and staff in an environment that is safe, secure and provides a sense of well-being.

## **OUR MISSION**

- To equip learners for life-long learning through lessons in academics, accountability and attitude.
- To create a challenging learning environment that encourages high expectations for success through development-appropriate instruction that allows for individual differences and learning styles.
- Our school promotes a safe, orderly, disciplined, caring and supportive environment.
- Each learner's self-esteem is fostered by positive relationships with learners and staff.
- We recognise that each child is an individual; that all children are creative; that all children have the ability to succeed.
- Therefore Rouxville Primary will respect the individual needs of children.
- We strive to have our parents, teachers and community members actively involved in our learner's learning.



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## **CURRICULAR PROGRAMME**

- Grade R
- Grade 1 - 3 (Foundation Phase)
- Grade 4 - 6 (Intermediate Phase)
- Grade 7 (Senior Phase)

### **Learning areas (gr 4-7)**

English Home Language Literacy and Communication

Afrikaans Additional Language

Mathematics

Natural Sciences and Technology

Social Sciences

Life Orientation

EMS

Creative Arts

Physical Education

### **Support services**

- Didactic Help
- Occupational Therapy
- Learner Support
- Educational Assistance Services

## **CO-CURRICULAR**

### **SPORT**

#### **Summer**

Athletics, Mini-Cricket, Cricket, Chess

#### **Winter**

Soccer, Rugby, Mini-rugby, Netball, Mini-Netball ,  
Cross country



## **Culture & associations**

Choir

Ballet

## **SCHOOL & SPORTSWEAR**

The official suppliers are:

School & Leisure

Shop 13, Willowbridge North

39 Carl Cronje Drive

Tyger Valley, 7530

Tel: 021 914 0495

Fax: 021 914 2711

Email: [ivan@schoolandleisure.co.za](mailto:ivan@schoolandleisure.co.za)

Website: [www.schoolandleisure.co.za](http://www.schoolandleisure.co.za)

## **ABSENTEEISM**

When a learner is absent, the school must be notified immediately, or the teacher must receive a letter from the parent the next day stating the reason for absence. Learners may not stay away from any sports practices without excusing themselves beforehand. Parents are kindly requested to, where possible, refrain from making appointments for their children during school hours.



## SCHOOL FEES

On Thursday, 12 November 2020 we had our annual budget meeting where the budget for 2021 was discussed and approved.

**During the aforementioned meeting, the school fees was approved by the parents present:**

<b>GRADE R (ANNUAL TUITION FEES)</b>	<b>R7500.00</b>	<b>R750 X 10 MONTHS</b>
<b>GRADE 1 TO GRADE 7 (ANNUAL SCHOOL FEES)</b>	<b>R5500.00</b>	<b>R550 X 10 MONTHS</b>

**Please take note that there will be a 10% Early settlement discount allocated to school fees and tuition fees paid in full on or before 31 March 2021.**

**A 10% Sliding scale discount to families with 2 or more children who are in grade 1 to grade 7. The first child will pay full school fees thereafter from the 2<sup>nd</sup> child, 10% discount on school fees.**

**GRADE R LEARNERS DO NOT QUALIFY FOR FAMILY DISCOUNT.**

We strive to provide only the best possible education to our learners therefore it is of utmost importance that school fees be settled punctually. We recommend that fees be paid via internet banking (EFT) or direct bank deposit or ATM deposit before or on the 2<sup>nd</sup> of each month.

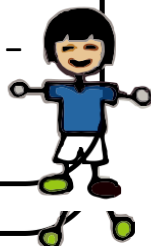
### **BANKING DETAILS:**

**FNB Cheque** account number **62338973250** branch code **260214**

**REFERENCE NUMBER: Learner's name, surname & grade or reference as on statement**

**SCHOOL FEES SUBSIDY:** By Law the indigent (needy) learners are entitled to discount on school fees:

Exemption of school fees application forms for grades 1-7 are available at the office as of the **1<sup>st</sup> February 2021**. Completed application forms as well as certified documentation to verify the application must reach the principal by **31 March 2021** in order to be considered. **Incomplete applications will not be considered – (Refer to the SA Schools Act).**



Grade R	07h45 - 12h30	Monday - Friday
Grade 1 & 2	07h30 - 13h15	Monday - Thursday
Grade 3	07h30 - 14h00	Monday - Thursday
Grade 4 - 7	07h30 - 14h30	Monday – Thursday
Grade 1 - 7	07h30 - 13h00	Friday

## **PARENT INVOLVEMENT**

We strive to develop the potential of each learner. To do this effectively, constant interaction must take place between the home and the school.

Communication takes place in the following ways:

- Homework Diary
- Informative Evenings
- Sports Programmes
- Parent Notices
- Interaction with the staff
- Social Meetings
- D6 Communicator

The education of your child is the joint responsibility of the school and home and therefore we would greatly appreciate the co-operation between the above parties so as to equip your child with the necessary tools and responsibility to ensure that they can take their rightful place as a valued citizen of our country.

## **ADDRESS & CONTACT NUMBERS**

Rouxville Primary

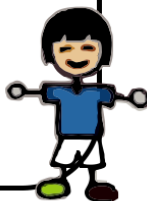
Cnr Belhar and Nooiensfontein Road

Kuils River 7580; P.O.Box 638, Kuils River 7579

Tel: 021 900 9901

Fax: 086 516 8315

Email: [admin@rouxvilleprimary.co.za](mailto:admin@rouxvilleprimary.co.za)





# UNIFORM                      GRADE R

GRADE R	BOYS	GIRLS
<b>SUMMER</b>	<ul style="list-style-type: none"> <li>- Rouxville Skyblue short sleeve golfer</li> <li>- Rouxville Navy blue shorts</li> <li>- Rouxville Tracksuit top</li> <li>- White socks</li> <li>- White sport shoes</li> </ul>	<ul style="list-style-type: none"> <li>- Rouxville Skyblue short sleeve golfer</li> <li>- Rouxville Navy blue scort</li> <li>- Rouxville Tracksuit top</li> <li>- White socks</li> <li>- White sport shoes</li> <li>- Hair Assecories: sky blue</li> </ul>
<b>WINTER</b>	<ul style="list-style-type: none"> <li>- Rouxville Sky blue short/long sleeve golfer</li> <li>- Rouxville Navy blue shorts/tracksuit pants</li> <li>- Rouxville Tracksuit top</li> <li>- Rouxville Navy jersey</li> <li>- Rouxville Rain coat</li> <li>- White socks</li> <li>- White sport shoes</li> </ul>	<ul style="list-style-type: none"> <li>- Rouxville Sky blue short/long sleeve golfer</li> <li>- Rouxville Navy blue scort/tracksuit pants</li> <li>- Rouxville Tracksuit top</li> <li>- Rouxville Navy jersey</li> <li>- Rouxville Rain coat</li> <li>- White socks</li> <li>- White sport shoes</li> <li>- Hair Assecories: sky blue</li> </ul>
<b>SPORTS</b>	<ul style="list-style-type: none"> <li>- White short sleeve golfer</li> <li>- White Shorts</li> <li>- White socks</li> <li>- White sport shoes</li> </ul>	<ul style="list-style-type: none"> <li>- White short sleeve golfer</li> <li>- White Shorts</li> <li>- White socks</li> <li>- White sport shoes</li> </ul>

## GRADE 1 - 7

GRADE1-7	BOYS	GIRLS
<b>SUMMER</b>	<ul style="list-style-type: none"> <li>- Navy short pants</li> <li>- Sky blue short sleeve shirt with school badge</li> <li>- Navy Blue jersey</li> <li>- Grey Socks</li> <li>- Black School shoes</li> </ul>	<ul style="list-style-type: none"> <li>- Summer School dress</li> <li>- White Socks</li> <li>- Black School shoes</li> <li>- Navy jersey</li> <li>- Hair Assecories: Navy/sky blue</li> </ul>
<b>WINTER</b>	<ul style="list-style-type: none"> <li>- Navy Blue long pants</li> <li>- Sky Blue long sleeve</li> <li>- Rouxville Navy jersey</li> <li>- Rouxville Rain coat</li> <li>- Grey Socks</li> <li>- Black School shoes</li> </ul>	<ul style="list-style-type: none"> <li>- Navy Blue pinafores</li> <li>- Sky Blue long sleeve</li> <li>- Rouxville Navy jersey</li> <li>- Rouxville Rain coat</li> <li>- Navy Blue pantyhose</li> <li>- Black School shoes</li> </ul>
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# COVID-19 PROTOCOL

## GUIDELINES FOR LEARNERS AND PARENTS:

### Travel to and from school.

Parents who drop off and collect their children personally must:

Maintain a high level of personal hygiene in the vehicle.

Ensure their child wears a facemask when exiting the vehicle

Parents of learners who make use of Transport Service Providers must insist the drivers adhere to the following:

A clean and sanitised vehicle when collecting learners in the mornings and afternoons;

Social distancing regulations related to transporting of people / learners;

Limit the movement of learners from seat to seat in the vehicle;

Insist learners wear a mask before entering the vehicle and keep it on whilst driving;

Check that learners are wearing a mask when exiting the vehicle.

Replicate this process in the afternoons when collecting learners.

### Arrival

All learners must be dropped off as close to the start of the school day as possible i.e. within a 15 to 20-minute window of their indicated starting time, so as to minimise the risk of physical contact in the morning.

Learners must be dropped off at the back entrance of the MEED parking and must enter the school through the designated area. Sanitising of hands will be done on entry.

Learners must line up in front of designated areas, adhering to social distancing.

### Screening

Learners will be screened upon entry into school and also in the classroom where their temperature will be recorded. Screening involves the following:

The class teacher will take the body temperature reading with an infrared thermometer.

Using the hands-free sanitiser to sanitise hands

Answering the following questions truthfully and moderately:

Do you have a cough?

Do you have a sore throat?

Do you have a high fever?

Do you have difficulty breathing?

Do you have a rash on your body?

Have you travelled outside South Africa in the past 14 days?

Have you been in contact with anyone who has tested positive for Covid-19 in the last 14 days that

### Classroom

Upon entering the class, the learner's hands will be sanitised by the teacher.

The educator will collect the screening form.

The learner must take responsibility for his/her own work area. The desk and chairs will be cleaned and disinfected at the end of every school day and learners can expect to return to a disinfected work area in the morning.

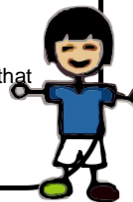
Learners are not allowed to share any stationery or any other items at any time during the day

This process must be completed after every break

Throughout the day the teacher will sanitise hands and remind learners to wipe desks.

### Toilets

- Learners who need to use the toilets must use it in a respectful manner.
- The first priority is to adhere to all rules, especially the social distancing rule.
- Don't touch anything on your way to the bathroom
- Wipe the toilet seat before and after use.
- Wash your hands using the liquid soap as per the instructions on the posters that have been placed in every toilet
- Don't touch anything on your way back to class
- Upon your return to class, sanitise your hands, desk and chair



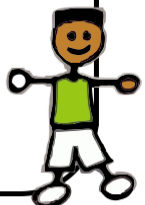
# CODE OF CONDUCT

## PREAMBLE

In accordance with the South African School's Act 1996, the Governing Body of Rouxville Primary School has adopted the Code of Conduct in consultation with learners, parents and educators of the school. The Code of Conduct is aimed at establishing a disciplined and purposeful environment, dedicated to the improvement and maintenance of the quality of the learning process for all learners, and is the responsibility of all stakeholders. It reflects the principles of democracy, human rights and human dignity that underpin the Constitution of the Republic of South Africa, 1996. It upholds the prohibition of corporal punishment and contains provisions for due process safeguarding the interests of the learners and any other party involved in disciplinary procedures. No stakeholder is exempt from the obligation to comply with the Code of Conduct.

## 1. RIGHTS AND RESPONSIBILITIES OF LEARNERS

- 1.1 Each learner has the right to be educated in an orderly and disciplined environment, and the responsibility to be co-operative, attentive and not disrupt the rights of others to learn.
- 1.2 Each learner has the right to be treated fairly and with respect, and the responsibility to refrain from aggressive and abusive behaviour, respecting the personal, cultural, social and religious differences of others.
- 1.3 Each learner has the right to work in a healthy, secure and litter-free environment, and the responsibility to ensure that premises are kept clean and hygienic.
- 1.4 Each learner has the right to benefit from the good reputation of the school and the facilities that it offers, and the responsibility to respect and maintain these facilities and uphold the good name of the school.



- 1.5 Each learner has the right to freedom of expression in a polite and respectful manner, and the responsibility to listen to and consider the opinions of others.
- 1.6 Each learner has the right to enjoy the support of the school in his/her participation in cultural, sporting and academic matters, and the responsibility to abide by the norms of good sportsmanship, and to show loyalty and commitment to teams.

## 2. RESPONSIBILITIES OF EDUCATORS

- 2.1 There is an obligation to be professional at all times: to abide by the rules, regulations and procedures as set out by the School, the WCED Department of Education, and the Code of Conduct as set out by the South African Council of Educators (SACE).
- 2.2 The preparation, presentation, follow-up and development of the academic, sporting and cultural programmes which fall under their jurisdiction at Rouxville Primary School must be of the highest of standards and be to the best of their ability.
- 2.3 There is an imperative to develop and maintain sound inter-personal relationships with all stakeholders.

## 3. RESPONSIBILITIES OF PARENTS

- 3.1 Protect and ensure the rights of their child to learn.
- 3.2 Support all the rules and regulations of the school, and ensure their child abides by them.
- 3.3 Provide their child with the resources, basic equipment and learning materials needed to complete school work.
- 3.4 Endeavour to promote positive inter-personal relations between learner, educator, other parents and the wider school community, in the best educational interests of their child.
- 3.5 Ensure they receive all academic reports from the school, regarding their child's progress.
- 3.6 Bring to the attention of the school authorities any personal circumstances or changes which affect the child in the school.



- 3.7 Provide all documentation required or requested by the school.
- 3.8 Pay school fees as determined by the school's Governing Body.

## 4 SCHOOL RULES

These rules specify what is expected in terms of behaviour, discipline and appearance from each Rouxville Primary learner.

### 4.1 RESPECT FOR SELF

#### 4.1.1 Personal Integrity: "Be the best that you can be."

No: vulgar language; cheating; lying; dishonesty; theft; etc.

#### 4.1.2 Manners Above Reproach: "Be courteous and dignified." Be:

respectful; punctual; polite; helpful;

No eating and / or drinking during lessons (water permitted); no chewing gum

#### 4.1.3 Appearance: "Be neatly groomed and proud of your uniform.'

Uniform:

\_ Clean and neat regulation uniform/sports kit \_

Keep tracksuit tops zipped up

\_ No boxer shorts visible

Jewellery:

\_ Watches and Medic Alert bracelets only

\_ Cultural/ Religious symbols (at the discretion of Management)

\_ No body piercings or tattoos

\_ Earrings (girls only) – silver/gold sleepers or studs, only one earring in each ear

Hair:

\_ Hair to be kept clean and neat, no peroxiding, tinting, streaking or gel

\_ Boys - Hair to be kept short and off the collar.

\_ Girls - Hair at shoulder length to be tied up. Long fringes must be clipped away from the face.

Hair accessories must be sky blue.

#### 4.1.4 Other: No make-up, lip-gloss or nail varnish



## 4.2 RESPECT FOR OTHERS

### 4.2.1 Cultural, Religious and Gender Tolerance: “Be

tolerant of the differences of others.”

No: prejudice; stereotyping; bullying; verbal, physical, emotional abuse (teasing etc.)

### 4.2.2 Rights of Others to Work and Learn:

“Be considerate in all working areas at all times.”

\_ No disruptive behaviour in the school environment

\_ Maintain an organized, structured environment

### 4.2.3 Respect for the Property of Others:

“Treat others' belongings as you would your own.” No: borrowing; vandalizing, etc.

### 4.2.4 Sportsmanship: “Win and lose graciously.”

No: unsporting behaviour; questioning the referee's decision; bad language; unnecessary aggression; humiliating comments; booing; etc.

## 4.3 RESPECT FOR ENVIRONMENT

### 4.3.1 School Facilities and Equipment:

“Treat with care at all times.”

No: deliberate damage to property/equipment; unauthorized use of equipment; unsupervised use of facilities;

Report accidental breakages/damage promptly; etc.

### 4.3.2 School Campus and Immediate Surrounds:

“Be proudly Rouxville PS.”

### 4.3.3 Fauna and Flora: “Look after all living things.” \_

nurture nature, do not destroy it

\_ keep out of flower beds

\_ no climbing trees or breaking branches \_

keep off the banks



# BEHAVIOURAL MANAGEMENT PLAN

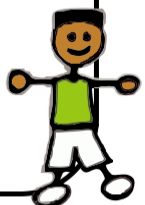
## LEVEL 1

### INFRINGEMENT (TRANSGRESSION)

1. Late arrival for school
2. Entry into forbidden areas, namely
  - school building before and after
  - all storerooms
3. Cycling on school grounds
4. Ballgames played in unauthorised areas
5. Chewing of chewing gum
6. Improperly dressed after a sport activity
7. Incorrect school uniform or sportswear
8. Disregarding sport practices
9. Non-attendance of Physical Education classes without permission
10. Unsuitable, non-confirmist hairstyles.
11. Wearing of unacceptable hairstyles, headgear.
12. Wearing any jewellery except for a wristwatch, one pair of stud or 10mm earrings.
13. Wearing of any kind of make-up.
14. Noisy and unruly behaviour in the school corridors.
15. Homework book not signed.
16. Play near parked cars.

### ACTION / PUNISHMENT

1. Oral warning and 1 order mark.
2. Withholding of certain privileges.
3. Detention



# **BEHAVIOURAL MANAGEMENT PLAN**

## **LEVEL 2**

### **INFRINGEMENT (TRANSGRESSION)**

1. Disrespect towards adults, monitors and fellow learners.
2. Disrespectful towards other people's property.
3. Littering
4. Climbing over the school's fence or enclosures.
5. Incomplete homework.
6. Leaving the school grounds without permission

### **ACTION / PUNISHMENT**

1. Oral warning with 2 order marks.
2. Withholding of certain privileges.
3. Detention





# BEHAVIOURAL MANAGEMENT PLAN

## LEVEL 3

### INFRINGEMENT (TRANSGRESSION)

1. Vandalism
2. Foul language, cursing and rude signs
3. Disrespect towards educators
4. Physical assault
5. Truancy
6. Graffiti
7. Disruption of classes

### ACTION / PUNISHMENT

1. Contact the parents and 3 order marks.
  2. Appointment with the school's principal
  3. Corrective measures
    - Detention
    - Suspension (maximum 5 days)
    - Community service
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- ✦ Written warning after 10 order marks for Level 1, 2, and 3 transgressions.
- ✦ Discussion with parents, educators and principal after repeated transgressions



**NOTES**

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