

CODE OF CONDUCT: KUSCHKE AGRICULTURAL HIGH SCHOOL

1. **AIM:**

“to establish a disciplined and purposeful school environment which is dedicated to the promotion and preservation of the learning process”.

This means that the aim can be set out as follows:

- to promote positive discipline;
- to learn self-discipline;
- to establish exemplary behaviour.

2. **MUTUAL RESPONSIBILITY:**

The rights of learners, parents and educators will be maintained. Education of a progressively high standard will be provided to all learners.

3. **HONORARY CODES WHICH LEARNERS HAVE TO ADHERE TO!**

3.1 Human rights

Although learners are aware that they have certain rights in term of the Constitution, they acknowledge that other people have similar rights and they respect those rights. Learners especially acknowledge the human dignity and equality of all people and undertake to exercise their rights in such a manner that other people are not harmed by their actions.

3.2 Respect for my teachers:

Learners respect teachers as their educators and undertake to give their complete co-operation with regard to all reasonable instructions that they may receive from their educators.

Learners respect the educators as adults and acknowledge that their training and experience can be to the advantage of the learners. Therefore, the learners undertake to give their complete co-operation to educators and will always act courteously towards them.

3.3 Respect for non-teaching staff and visitors:

The contributions made by the administrative staff and grounds staff towards the smooth running of the school organisation are rated very highly. Therefore, learners will also act with courtesy and respect towards these staff members. Visitors to the school will be assisted in a courteous and respectful manner, where necessary.

3.4 Recognition of multi-cultures and diversity:

The South African community consists of a diversity of races, cultures and belief systems. Learners accept all co-learners as individuals who may strive towards similar ideals and objectives as themselves, but that they may also have their own ideals. Learners respect the diversity of people and will not act in a manner that may affect other people's human dignity.

3.5 Respect for the surroundings and school facilities:

The natural surroundings are a gift from God and learners accept the charge and combined responsibility for the conservation thereof. Learners appreciate the school buildings, content of the classrooms and other physical amenities which are provided for their use. Learners undertake to use it in a responsible manner and, in as far as it is within their abilities, to make a contribution towards the maintenance thereof, including the encouragement of their parents to pay school-fees and support the activities aimed at increasing the physical facilities.

3.6 Obedience to organisational rules and code of conduct:

Learners realise that a school cannot function without organisational rules and a code of conduct. Therefore, they subscribe to the school's rules for the behaviour of learners. Learners undertake to respect the time-table of the school by being present punctually at the beginning of the school-day and at each period which they have to attend. They accept the authority of the persons in charge of order and discipline at the school and will subject themselves to the appropriate disciplinary measures should they misbehave.

3.7 Extra-mural activities:

Learners understand the development values of sport, cultural activities, academic and social outings and wish to be involved as active participants or loyal supporters. Appropriate clothing and a neat appearance at such occasions contribute to the development of a positive image of the school. Learners accept the fact that the school-rules must also apply during outings or other extra-curricular activities for the sake of order and the school's good name.

3.8 Safety:

For the sake of the learners' own safety they will adhere to the instructions for usage of the laboratories and workshops and classrooms which are aimed at ensuring the safety of pupils. During the changing of classes, on the school-grounds, during outings and on the sports field learners will endeavour not to endanger their own safety or that of other persons through their actions.

3.9 Academic matters:

Learners can only benefit from education if they become intensely involved in the learning activities in the classroom. Therefore, learners will participate positively in classroom activities when it is expected of them. Learners disapprove of behaviour that is detrimental to the teaching process. Learners realise the value of homework and do it conscientiously. Since the result of evaluation is of greater importance of the learner than to the teachers, learners will conscientiously prepare for the evaluation occasions. Honesty is part of an incorruptible character and therefore learners will at all times be one hundred percent honest during evaluation and will not tolerate others acting dishonestly.

3.10 Role perception:

Learners are also responsible for making a contribution to the orderly running of events during and after school. Learners have the opportunity to make contributions on various levels to improve the management of the school, such as on the governing body, as a representative of the student representative council, team captain, chairperson of an academic or social association, etc. In whatever capacity a learner serves, he/she must always put the interests of the school first and should not seek personal benefit or advancement. Learners accept this principle and will at all times through their actions, even when it is not within formal organisational context, strive to preserve and strengthen the school's ethos.

4. **RULES:**

In order to embody this code of conduct and meet the conditions of the code of honour, the school rules have to be adhered to. These rules were drawn up by the teachers and the Governing Body, in conjunction with the parents and pupils. These rules are applied within the framework of the Act on Education and the rights of each learner are honoured. Rules are drawn up to realise the values contained in the codes. Thus, the purpose of the rules is to:

- create and maintain a positive learning environment;
- clearly stipulate acceptable as well as unacceptable behaviour;
- promote educational objectives.

School rules which stipulate acceptable behaviour aim at ensuring the safety of learners and maintain order, while the specific stipulation of unacceptable behaviour is necessary in order to take disciplinary actions and clear up misunderstandings.

4.1 School-wear:

4.1.1 Boys:

School wear:

- Khaki shorts; khaki short-sleeve shirt; grey Kuschke socks, school shoes (brown or black);

OR

- Grey trousers, white shirt with school tie, Blazer, school jersey, school shoes (brown or black).

General appearance:

- Hair must be of a natural length, colour and style;
- No form of dye or high-light allowed;
- No form of "spike" hair, dread-locks etc.;
- Must be shaven at all times;
- Side-burns are allowed only up to the middle of the ear;
- No earrings or jewellery are allowed;

4.1.2 Girls - School wear:

- Short sleeve white school shirt, blue school skirt, short white socks, black school shoes (laces or straps), no open-heel shoes allowed;

OR

- Long-sleeve white school shirt, school tie, blue school skirt, blue knee-high school socks and black school shoes (laces or straps). Blue school pantihose may be worn.
- Blue long school trousers (pants) can be worn.

General Appearance ~ Hair:

- Neat, clean and off the face;
- Long hair must be tied as soon as it touches the bottom of the collar;
- Only the following colour ribbons, elastic, pins, etc. may be worn: white, maroon, gold, yellow, navy blue, black;
- Extensions of the same colour than the pupil's hair are allowed, no high-lights or dye allowed, but the extensions to be tread.

Make-up and jewellery:

- No make-up may be worn with school- or sport wear;
- Only the following jewels are allowed: 1 cygnet ring, 1 pair of earrings. The earrings can be studs or thin round rings not larger than a new 10c-piece and must be worn in the earlobes.

Nails:

- Only transparent nail varnish is allow;
- Nails should not extend beyond tips of fingers;
- Nails must be clean.

4.1.3 General Rules:

- School jersey and School Blazer may be worn throughout the year;
- Shirts must at all times be neatly tucked in;
- Shoes must be clean and neatly tied (no slip-on);
- Socks and hosiery must be neatly folded over;
- Skirts must not be shorter than 10 cm above the knees;
- T-shirts should not be visible with short-sleeved shirt;
- Boys may wear light boots with brown or black laces;
- Sport wear: As prescribed for each type of sport;
- Sport/club-special wear e.g. Track suits/Jackets may be wear after consultation with te RCL and School Management Team.

4.2 School-Bag:

- Bag must have firm divisions to protect books;
- No graffiti is allowed on bag, name only;
- Bag must be carried in hand.

4.3 Text-books:

- Must at least be covered with plastic or similar material;
- No marks/writing with pen in text-books;
- No pages to be torn or cut;
- Name must be written in the prescribed place;
- Parents are responsible for the replacement of lost text-books/re-funding.

4.4 Exercise books:

- Be covered as required by teacher;
- write only with blue or black pen!
- No "tippex" to be used;
- Home-work must be marked in pencil;
- No pages to be torn out;
- No graffiti allowed on or in exercise books;
- Headings /dates etc as prescribed by the teacher.

4.5 Assembly/Line up/School Hall

- Line up, alphabetically;
- No talking;
- Sit on the prescribed places during School Hall assembly;
- Entrance/Exit quiet and disciplined.

4.6 Change of classes:

- Move briskly, walk on the left-side and carry bag in hand;
- Sit at desk and take out requirements;
- Give attention to teacher's rules for order during lesson;
- Immediately when the bell rings, move at the order of the teacher:
pack away books
stand up
greet
walk out in an orderly fashion
- Obtain permission by letter from the teacher if class has to be left during a lesson.

4.7 Breaks:

- Move around only in the prescribed area;
- May not leave the school- enclosure without permission from the office (to hostel etc);
- Littering is a serious offence.

4.8 Illness:

- Report to the office;
- Boarders visit the sick-bay with a letter from the admin;
- Day-scholars' parents must be contacted.
- Medical care will be offered.

4.9 Cars/motorcycles:

- Permission to park on the premises must be obtained from the principal;
- Park in the prescribed areas;
- Boarders must hand keys to the principal for weekdays;
- Learners as well as children of lodging staff and tenants without licences are not allowed to drive any vehicle on the school premises.

4.10 Leaving of school-premises (during school hours):

Permission must be obtained from the office.

4.11 Tests/Examinations:

- When absent - a doctor's letter or personal conversation/letter from parent to office;
- School-wear compulsory;
- Obey supervisor's rules of order;
- Absent with permission as determined by management;
- All rules regarding appearance must be adhered to;
- Cheating/disruption may lead to the cancelling of the exam paper and the student may obtain zero (nil).

4.12 Circulars/Tear-off notes:

- Compulsory to hand to parent;
- Tear-off notes must be signed by parent/guardian and handed to staff concerned;
- Letters addressed to parents must be treated as personal, in other words they may not be opened by pupils;
- Urgent messages may also be send to parents using a SMS system.

4.13 School furniture:

- No marks must be made on furniture!
- Furniture may not be moved without permission!
- Vandalism is a serious act.

4.14 Outdoor Activities:

- Correct clothes must be worn according to the code;
- Punctuality is compulsory;
- Travel expenses are payable as determined by organiser;
- Apology to trainer if practise cannot be attended is compulsory;

4.15 Boy/Girl relationship:

- No physical contact allowed.

4.16 Cell phones/I-pods/MP3 player etc. other electronic equipment:

- Students are not allowed to use/handle any of these equipment during school hours, in fact;
- The visibility of any of these equipment is prohibited and strongly condemned.

4.17 Smoking/Alcohol/Drugs:

- The use or in possession is a offence which will seriously be dealt with. authorities e.g. the Police may be called to deal with issues.

4.18 Assault/Physical or Verbal:

- Seen as a very serious offence.

4.19 Student card:

- The wear of the student card is compulsory;
- No alterations, scratching etc. is allowed on the student card.