

WE RISE

GRANTLEY COLLEGE



LEARNER'S HANDBOOK 2020/2021

CODE OF CONDUCT

POLICIES

DAILY PROCEDURES

Grit, Leadership, Honour and Kindness

VISION AND MISSION OF GRANTLEY COLLEGE

Grantley College strives to offer a premier high school experience, together with comprehensive learning support, in a compassionate environment.

- Quality Enriched Curriculum
- Qualified Experienced Motivated Educators
 - Benchmarked CAPS Curriculum
- Comprehensive Learning Support via IEP
 - Reading Recovery
- Professional Emotional and Social Support
 - Holistic Extra Mural Programme

GRANTLEY COLLEGE BOARD

Mr C Ancer – Director Chairman

Mr J Parbhoo – Director Financial Executive

Mrs L v Coller – Director Bursar

Mrs L Visser – Director Principal

Ms A Isaac – Member

Mrs K McCallum – Member

Ms S Khoza - Member

Mr P Wright - Member

COLLEGE MANAGEMENT TEAM

Mrs L Visser – Principal

Ms M Moyo – HOD Grade 8 - 9

Ms A Khan – HOD Grade 10 – 12

Mr R Thomas – Extra Curricular Activities

Mr H Mostert – Learner Support System

Dr J Mostert – NVC in Hospitality

STUDENT LEADERSHIP TEAM

Prefects

Johannesburg Junior Council Members

Student Representative Council

Grit, Leadership, Honour and Kindness

Welcome to Grantley College

It is an honour to welcome you to the Grantley College Family.

This learner handbook, is not meant to be an exhaustive guide to our school, its' policies, procedure, rules or regulations. It is meant to be a snapshot of the ideals and values that Grantley College upholds and aspires to.

Your journey at Grantley College will most certainly have its ups and downs. However, we are here to support you in this exciting journey.

Grit – The ability to persevere until you achieve your goal.

You will be faced by many challenges as you travel your academic journey. We will ask you to work harder, go further, extend your comfort zone and succeed. We will ask you to persevere until you have reached your goals.

Leadership – The ability to stand for others, protecting and guiding them.

There is a leader in every young lady and gentleman at Grantley College. At Grantley College you will receive many opportunities to develop your leadership skills. We believe leadership is synonymous with service.

Honour – Choosing to do the right, even when it is the most difficulty path to choose.

Grantley College strives to instil self-control, putting others above self and choosing the high road in all circumstances.

KIndness – Being able to walk in someone else's shoes.

Everywhere we go in life, we are surrounded by people who bear different burdens, and have different "mountains to climb." At Grantley College we strive to mould young ladies and gentlemen who are tolerant, compassionate and gracious.

We trust that you will have a long and happy stay at Grantley College.

With Kind Regards

Principal Visser

New Learner Orientation Programme

Welcome Braai 2020

All new learners and the parents, who are beginning the year at Grantley College, are invited to a Welcome Braai on the 13 January 2020 at 5:30 pm – 7:00 pm.

This event is hosted by our Parent Association.

It is an opportunity to get to know the parent community of Grantley College.

All dietary requirements will be catered for.

No alcohol is served at Grantley College.

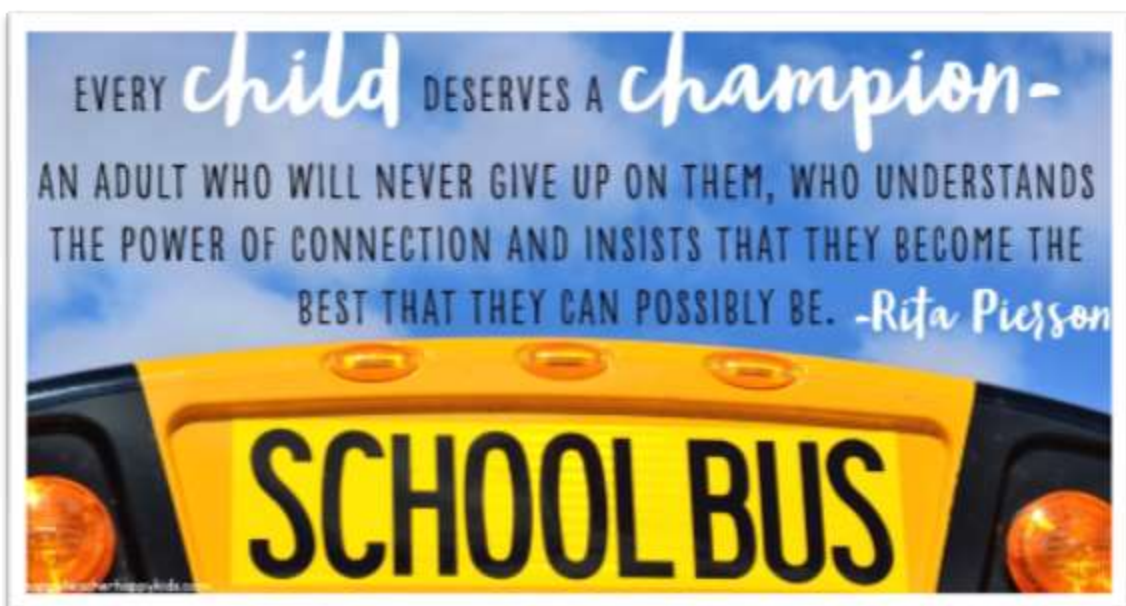
The Great Zoo Escape 2020

New learners are to meet at the Johannesburg Zoo at 9:00 am on 14 January.

Together with the Prefects, Student Representative Council, JJC representatives, and teachers, we will enjoy a treasure hunt and get to know each other.

A snack pack will be provided. Please bring plenty of water or juice.

Please wear comfortable clothes and running shoes.



School calendar 2020

TERM 1 [15/1-27/3]			
JANUARY			
13/1	Welcome Braai	PTA and All Staff	5:30 pm
14/1	Registration	All Staff	7:30 am Or 4:30 pm
14/1	Orientation at the Zoo	Student Leadership LSU LV	9:00 am – 1 :00 pm
15/1	School Opens		
16/1 & 17/1	Grade 8 and 9 Benchmarking	LSU	All day
23/1	New Parent Meet the Teachers	All Staff	6:30 pm
27/1	IQAA Training	All day	
26/1	Gr 12 Parent Meeting	All Gr 12 Staff	6:30pm
31/1/2019	Gr 12 2019 Assembly	Lead Team	8:00 am
FEBRUARY			
13/2	Valentine's Day Civics		
13/2	Rocking Future Gr 10 - 12	All staff	
14/2	Valentine's Ball	*	6:00 pm – 8:30 pm
27/2	Matric Dance	All staff	
27/2	School closes for Mid Term Break		2:45 pm
MARCH			
3/3	School reopens		
13/3	Psychologists Breakfast	LSU / Hospi	7:30 – 2:00pm
16-18/3	Subject Committee Moderations	All Staff	Moderation to be handed in by 23/3
20/3	Sports Day	*	All day

23/3	Marks in		Before 12 noon
Covid 19 Lock Down			
TERM 2 [15/4-12/6]			
APRIL			
15/4	School reopens		
16/4	Parent Meeting: Collect Reports	All Staff	6:30 pm
17/4	Honours Assembly	All staff	Assembly
20 – 25/4	IQAA	All staff	
27/4	Public Holiday : Freedom Day		
Covid 19 Lock Down			

MAY			
1/5	Public Holiday		
4/5	Staff Appreciation Breakfast	All staff	7:00 am
13-15/5	Practical Examinations		
18/5	Exams Begin		
JUNE			
6/6	School closes Gr 8 - 11		
8/6	Marks in		Due by 12 noon
8-11/6	Winter School Gr 12	All Gr 12 Staff	
TERM 3 [7/7-17/9]			
JULY			
7/7	School re-opens		
8/7 – 10/7	Subject Committee Moderations	All Staff	Moderation to be handed in by 13/7
9/7	Parents Evening Collect reports	All Staff	
10/7	Honours Assembly	LT	
13-16/7	Careers Week and Subject Assessment	LSU	
17/7	Careers Assembly	LO Educators	Assembly
24/7	Inclusive Education High School Conference	All Staff	
31/7	Heritage Day	All Staff	

AUGUST			
6/8	Grantley's Got Talent	LH, RB, EV	
10/8	Public Holiday		
17/8	Prelim Exams Begin		
SEPTEMBER			
14-16/9	Grade 10 and 11 Camp		
14-16/9	Grade 8 and 9 Experiential Learning		
16/9	School Closes		
TERM 4 [6/10-9/12]			
OCTOBER			
5/10	Staff at school	8:00 am Tentative	Tentative
6/10	School Opens		
9-13/10			
9/10	Honours Assembly		
19/10	Final Exams Gr 12		
30/10	Prize Giving		
NOVEMBER			
2/11	Gr 8 – 11 Exams begin		
26/11	Gr 12 Thanksgiving Cocktails	*	
DECEMBER			
9/12	Reports Collected		

A – Z OF GRANTLEY COLLEGE

PROCEDURES, RULES and REGULATIONS

As with any organisation, it is necessary to have a set of procedures, rules and regulations in order that all are able to co-operate and interact beneficially. School rules are intended to establish a disciplined, purposeful and safe environment to facilitate effective teaching and learning at Grantley College.

A formal set of rules and regulations is usually unnecessary for the majority of our learners who conduct themselves sensibly and in a manner that is mutually advantageous.

A number of unwritten procedures apply from time to time. These are always announced and explained at the School and form part hereof. All rules are subject to annual revision.

We are satisfied that all our rules, regulations and instructions are educationally based and as such we expect all learners to co-operate with ALL of them. Nothing shall exempt a learner from complying with the school procedures, rules and regulations.

ACADEMIC SCHOOL DAY

- Monday to Thursday from 7:30 am to 2:30 pm
- Fridays from 7:30 am to 1:30 pm
- The day has academic periods
- Period 7 may be utilised for extra lessons and extra curricula activities.
- Parents will be informed regarding the 7th period timetable.

ANNUAL SCHOOL CALENDAR

The Annual School Calendar is published on the D6 Communicator. Changes and additions will be communicated to parents in good time.

ACCIDENTS AND EMERGENCIES

- Grantley College follows a strict SHE programme and have qualified First Aid Staff members on duty at all times.
- Parent(s)/Guardian(s) are contacted immediately. Should a doctor or hospital be required and the parent not be available, the school will refer the child to the hospital or doctor indicated on their admission form, for stabilization, whilst awaiting contact with the parents.
- Please ensure that the secretary is informed of changes of address and telephone numbers.

ABSENCE

- Please send an email to info@grantleycollege.co.za, to inform the school of your child's absence. Please do NOT phone the receptionist.
- Absence can only be condoned for medical reasons or urgent private affairs. Phone calls are appreciated, but an email or letter explaining the circumstances must be provided not later than the day on which the pupil returns to school. The note must stipulate name, register class the period of absence and reason(s) for absence.
- Should a learner miss a Monday or Friday, a Medical Certificate, Clinic Certificate or letter from a pharmacist on an official letterhead is required and exact dates must be provided.
- 20 days absent from school without a valid reason or medical certificate may result in deregistration.
- Absence from school for study purposes prior to or during tests and/or examinations is NOT allowed.
- When a child misses an examination or standardised test for medical reasons, other procedures for marks are applicable

CELL PHONES

- Please read the cell phone policy.

CLASSROOMS

- Learners may not remain in classrooms before or after school or during breaks without a teacher/prefect being present. Learners who are found writing on or scratching on doors, tables or chairs will be punished. All apparatus and furniture must be treated with respect.

COMMUNICATION AND CORRESPONDENCE

- All communication with the School, except in cases of an emergency, should be during school hours. Members of staff may be interviewed only by appointment
- All written communication with the School should have the parent(s)/guardian(s) name and contact telephone numbers printed below the signature. The learner's name, grade and class must be indicated. Emails are considered written communication. Please note that all communication must be directed to the relevant person as listed below, who will deal with the matter as quickly as possible and revert to the sender promptly.

Please direct all academic communication for
Grade 8 – 9 to Ms Moagi : mmogi@grantleycollege.co.za
Grade 11 – 12 to Mrs A Khan : akhan@grantleycollege.co.za

Please direct all Learning Support / Psychological Support communication to
Mr H Mostert: hmostert@grantleycollege.co.za
Mrs T Erhlich: terhlich@grantleycollege.co.za.

The Principal is available on
Mrs L Visser : lesleyv@grantleycollege.co.za

The Grantley College communicates officially via means of the

- Official school website,
- Official Facebook page,
- D6 communicator,
- Monday Morning Memos
- Liveschoolapp

D6 COMMUNICATOR APP

- Grantley College subscribes to the D6 communicator as it's means of communicating news, information, calendar events and resources with the parent body.

Please contact the reception, for information as how to download this app.

DISCIPLINE AND DETENTION

Discipline at Grantley College is a natural outcome of poor choices. Discipline should be constructive, should involve a meaningful conversation with the learner and always offer the opportunity to lead the learner to better self-control. Learners are encouraged to behave honourably and are rewarded for that behaviour.

- Grantley College uses the liveschoolapp as the tool for communication regarding discipline with parents. Parents are issued a personal code annually and are able to view their child's merits and demerits weekly.
- Detention will take the form of community work – collecting litter, cleaning classrooms, washing walls, sorting storage rooms. No child will be required to do academic work during detention time.
- Parents are expected to support the school in assisting our pupils to take responsibility for their actions. Please make sure you do not arrive early and request that your child leave. We cannot be flexible on detention. This is an opportunity to build character for the future.

DISPLAYS OF AFFECTION

- Public display of behaviour such as kissing, embracing, holding hands or other indiscreet behaviour violates the norms of good taste and, as such, is unacceptable. Consequences will follow for such inappropriate public displays.

EXTRA-CURRICULAR ACTIVITY

- A learner shall participate in the educational programmes as prescribed by the Education Department, unless exemption has been granted by the Department.
- When a learner has joined a co-curricular school activity, he/she shall fulfil his/her obligations and carry out his responsibilities in that connection, unless he/she is granted exemption by the principal/teacher for the duration of the season. As a Grantley College learner participating in a sport offered by Grantley College, your first loyalty is towards your school.

- Learners may not enter school premises before or after school hours, or use any of the School's facilities and equipment, including those for sport, before or after school hours without permission.
- It is encouraged that all learners, particularly grades 8 and 9 learners, be involved in a summer and winter activity – either sport, cultural and/or society.
- There are no extramural activities during term 4

HEALTH AND SAFETY: GENERAL DUTIES OF LEARNERS

Every pupil shall:

- Take reasonable care for the health and safety of her/himself and of other persons who may be affected by his acts or omissions;
- Not obstruct any staff member in the carrying out of their duties;
- Carry out any lawful order given to her/him, and obey the health and safety rules and procedures laid down by the Principal or by anyone authorized thereto by the Principal, in the interest of health or safety;
- If any situation which is unsafe or unhealthy comes to her/his attention, as soon as possible report such situation to the Principal or to a member of staff, as the case may be, who shall report it within twenty-four hours;
- If she/he is involved in any incident which may affect her/his health or which has caused an injury to her/himself, report such incident to the Principal or to a member of staff as soon as possible, but not later than the end of the particular school day during which the incident occurred, unless the circumstances were such that the reporting of the incident was not possible, in which case she/he shall report the incident within twenty-four hours;
- Not intentionally or recklessly interfere with or misuse anything that is provided in the interest of health or safety e.g. fire extinguishers
- All learners need to be aware of all uneven surfaces, drain coverings and wet floors;

INITIATION

- No form of initiation is allowed.

ILLNESS

- A register is kept by Secretary.
- Pupils will not normally be allowed to remain in the sickbay during school hours for more than 15 minutes. If the condition is serious, the Secretary will telephone the parent(s)/guardian(s).
- Pupils who are ill in the morning before school should not be sent to school.
- A medical certificate must be provided if a pupil misses a cycle test or an examination or a task contributing to the Year Mark. Actual dates must be specified.
- A pupil must not be sent to school on an examination/test day unless the child can remain for the full school day. Pupils may not come to write an examination/test and then leave, or come just in time for the examination/test. If a pupil is too ill to stay the whole day, there is an obvious

risk of infection to other pupils. No special venues can be provided. A medical certificate must specify actual dates.

LOCKERS

- Lockers are available for each learner as a rental of R200-00 per year. Learners will provide their own locks; a spare key will be held in safekeeping by the Admin Office.

LATECOMERS

- Pupils who arrive late must report to the Reception Office. Parent(s)/guardian(s) of pupils who are late will be notified by email and three consecutive late arrivals will result in a detention. It is clearly understood, that there are times when late arrival is beyond the control of the child or parent, but this should be the exception rather than the rule.

MY SCHOOL CARD

- My school card is one of South Africa's leading community based fundraising programmes, raising over R5 million a month for schools, charities and animal welfare.
- Each time you shop at participating outlets, like Woolworths, Engen, Waltons, as well as a range of local participating shops, all you have to do is swipe your My School Card and you will be supporting Grantley College. The best thing about a My School Card, is that it costs you **ABSOLUTELY NOTHING**.
- Enclosed is a brochure, please contact Jami or Storm, to activate your card, and start swiping. A list of participating outlets is enclosed.

MORNING LINE UP

- Each morning school begins with line up in the courtyard at 7:50 am. Announcements will be made and the register taken.

OFF-CAMPUS BEHAVIOUR

- No learner shall in any manner bring the name of the School into disrepute.
- Behaviour on buses and in public places must be such that no inconvenience is caused to others. The School has the right to take action whenever a learner is wearing the School uniform or part of it and his/her behaviour is such that it will bring the School's name into disrepute.
- This will also apply when learners are not in uniform, but are in school parties or groups where they may be readily identified as pupils of the School.
- The School reserves the right to take action against learners who attend private parties or gatherings and by their behaviour bring the School's name into disrepute. Appropriate action will be taken in the case of conduct that discredits the School in the eyes of the school community and greater community.

OUT OF BOUNDS AREAS

- The reception foyer is out of bounds during school hours, unless instructed by a teacher
- The Hall is out of bounds, unless the pupil(s) is/are accompanied by a teacher.
- No learners may come to the staffroom during break. Please find the teacher on duty should you need assistance.
- The stage is out of bounds, unless a teacher instructs the learner to go onto it and is present him/herself.
- The Sound and Lighting Room are out of bounds.
- Curtains and the projection screen are not to be touched or adjusted by learners, unless authorized to do so by the teacher in charge.
- The Reading Hub is out of bounds, unless the learner(s) is/are supervised by a teacher.
- The parking area is strictly out of bounds at all times. All learner must enter through the pedestrian gates, for which each learner has fingerprint access.
- No learner may be found around the electricity installation.

READING HUB

- Book bags and cases must be placed in the designated areas.
- Learners are encouraged to make use of this facility.
- Please note all library books are signed out for two weeks, they may be renewed for a further two weeks.
- Lost books, regardless of the book, will be charged out to the parent at R250-00.
- No eating or drinking will be allowed.
- Reasonable quiet is expected.

SCHOOL ENVIRONMENT

- Learners are encouraged to keep the buildings and grounds free from litter. Litter must be placed in the bins provided.
- Where recycling receptacles are provided, learners are expected to use these facilities.
- Courtyards, passages, verandas and fields must be free of litter at all times.

SPORT

- All learners must participate in Physical Education.
- Learners are encouraged to commit to ONE sport and ONE cultural activity per term.
- Those who commit themselves to play for a team may not absent themselves from practice or matches without permission. The correct uniform must be worn at all times.
- Learners who commit themselves to a sport are expected to honour that commitment for the full season. This involves attending all practices, fixtures and meetings including those held during the examination and test weeks.
- Learners are expected to be punctual.

SCHOOL-SPONSORED ACTIVITIES

- The School Rules apply to all school-sponsored activities such as school bus transportation, tours, trips, dances, meetings etc.

T-SHIRT TUESDAYS

- Learner wear their sports shirts, along with their sports shorts / school tracksuit pants to school on a Tuesday. Functional takkies are to be worn. School tracksuit jackets may be worn.

TEXTBOOKS AND STATIONARY

- A list of required textbooks will be distributed in the fourth term of the year. The parent may choose to:
 - i) Pay the costs involved and request the school to order the textbooks. All payments must be made prior to ordering; or
 - ii) Purchase the textbooks at the preferred supplier.
 - iii) Where possible second hand books may be available and offered to learners.

Stationary lists are attached.

TUCKSHOP

- The tuckshop offers a variety of snacks and healthy meals. The tuckshop is open from 7 am each morning, for breakfast, as well as to place orders for lunch meals.
- No learner may go to the tuckshop during or between lessons.

TELEPHONES

- No private telephone messages will be taken for pupils by Grantley College Reception.
- A telephone is available for student use in Reception.

UNIFORM

- Please refer to the Uniform and Appearance Policy.

VISITORS TO THE SCHOOL

- Pupils may not see visitors (e.g. boyfriends/girlfriends) during school hours.
- Parent(s)/Guardian(s) who wish to consult with teachers must do so either at one of the parent(s)/guardian(s)/Teacher Meetings, or may make an appointment through the Admin office to meet the teacher.
- Parents may not consult teacher regarding their children after hours, outside the school.
- Anyone visiting the School must report at the reception office immediately upon entering the building.

VALUABLES

- The School cannot be held responsible for the loss of valuables/money/cell phones brought onto the school premises.



GRANTLEY COLLEGE

CODE OF CONDUCT

Preamble

Section 8 of the South African Schools Act provides that a Governing Body of a public school must adopt a Code of Conduct. The Code of Conduct must be subject to the Constitution of the Republic of South Africa, 1996, the South African Schools Act, 1996 and Provincial Legislation.

The Grantley College Code of Conduct is linked to the School's Rules, Regulations and Procedures. All members of the School are presumed to be aware of and are required to adhere to the Code of Conduct and the Rules, Regulations and Procedures. The purpose of these documents is to provide a framework for the orderly, safe and beneficial schooling environment of all members of the School.

The School's Mission Statement encapsulates the essence of the type of school environment we want for our School. This environment aims at providing students with skills to take a leadership role in civil society as worthy, self-disciplined, morally responsible members.

Scope

The Code of Conduct must be adhered to:

- on the School Property before, during and after school hours;
- at all official School events, both within and outside regular school hours;
- in any situation, on or off School Property, where the student is recognisable as a Grantley College student.

Areas addressed by the Code of Conduct include:

- Absenteeism
- Bullying
- Cheating
- Discrimination
- Disrespect – for property (theft, vandalism, etc.)
- Disrespect – for authority (insolence, defiance, etc.)
- General misbehaviour
- Intimidation
- Initiation
- Misrepresentation of the facts (lying, forgery, etc.)
- Physical / verbal abuse
- Punctuality
- Safety and security
- Substance Abuse

- Transgression of School Rules
- Uniform and appearance (hair, jewellery, make-up, nails, etc.)

Misconduct

- No written set of rules can cover all situations. There are therefore times when students are expected to act sensibly according to approved codes of behaviour.
- Learners who incite others to misconduct will be held equally responsible for the misconduct.
- In the event of misconduct, remedial/disciplinary action may be taken against a student. In order to ensure the consistent application of such action, misconduct has been categorised under various levels, according to seriousness.

The nature of the remedial/disciplinary action will depend on the level of the misconduct:

Level 1 - Minor violations of general class discipline.

Consequences

The relevant person in authority (Classroom Educator) will deal with Level 1 Misconduct immediately. Discipline will be administered by the person in authority or referred to the Phase HOD and could result in a demerit.

Misconduct

Level 1 Misconduct includes, but is not limited to:

- General misbehaviour on the School premises (Assembly, Classroom, Playground, etc.)
- Out of bounds
- Continual Late-coming
- Uniform transgressions
- Grooming (hair; shaving; jewellery; make-up; nails)
- Littering
- Defiance – failure to carry out an instruction
- Unwarranted teasing of peers
- Disrespect for authority, adult or peer
- Crude language / behaviour
- Non-stipulated misdemeanours at this level

Level 2 (Serious Misconduct)

Consequences

Level 2 Misconduct will be dealt with formally by the person in authority. Corrective action could typically involve referral to the Phase HOD, counselling (where appropriate) and/or appropriate disciplinary action such as demerits and / or detention.

Misconduct:

Level 2 Misconduct includes, but is not limited to:

- Repeated Level 1 transgressions
- Transgression of school rules
- Inappropriate physical contact between students
- Vandalism of school property, equipment or books
- Serious grooming / uniform default
- Truancy - bunking periods or detention
- Refusal to identify oneself to appropriate authority
- Non-stipulated misdemeanours at this level

Level 3 (More Serious Misconduct)

Consequences:

Level 3 Misconduct will be escalated to and dealt with by the Phase HOD/ Principal or could involve a Disciplinary Committee hearing. The misconduct will be recorded in writing in the interview room. Corrective action could include parent(s)/guardian(s) involvement, counselling (where appropriate) and/or appropriate formal discipline such as demerits, extended detention, community service, etc.

Misconduct:

Level 3 Misconduct includes, but is not limited to:

- Repeated Level 2 transgressions
- Fighting
- Smoking and/or vaping and/or possession of cigarettes/tobacco / matches/lighter/association with smoker(s) at school or in uniform or at a school function and “Supporting smoking by association”
- Social Media Bullying in all forms including the posting, sharing and liking of images, videos or texts that deem to be bullying and abuse.
- Substance abuse or possession of an illegal substance on school property or at a school function
- Leaving school without permission
- Physical intimidation
- Initiation
- Defacing school property
- Accommodating unauthorised persons on the School grounds
- Petty theft
- Misrepresentation of the facts
- Serious discrimination – racial/gender/religious

- Hate speech
- Non-stipulated misdemeanours at this level

Level 4 (Very Serious Misconduct)

Consequences:

Level 4 Misconduct will be dealt with at the highest level within the School i.e. HOD, Principal and/or Disciplinary Committee. Corrective action could involve counselling (where appropriate) and discipline could involve a formal disciplinary hearing with consequent suspension or expulsion.

Misconduct:

Level 4 Misconduct includes, but is not limited to:

- Repeated Level 3 transgressions
- Premeditated fighting, assault and battery
- Vandalism resulting in serious damage
- Cheating in an examination/test
- Forging signatures / writing own letter / impersonation
- Possession of a dangerous weapon
- Physical, verbal or sexual harassment of educators, adults, peers
- Substance abuse and/or possession of drugs, alcohol, etc. Including consuming and sharing these substances on the Grantley College Campus
- Non-stipulated misdemeanours at this level

Level 5 (Criminal Acts – Violates School Code + Law)

Level 5 Misconduct relates to criminal acts and repeated serious violations of the School Code. Misconduct will be escalated to the appropriate authorities, being Department of Social Welfare and / or South African Police, in conjunction with the Department of Education. In addition, the School would reserve the right to implement Level 4 consequences.

INTOXICATING SUBSTANCE POLICY

INCLUSIVE OF NARCOTICS AND ALCOHOL



Grantley College is a drug free zone. We support a zero tolerance policy and will not allow drugs, cigarettes or vaping and alcohol in any form to be used, sold or shared at our school.

The Government Notice No 1040, South African Schools Act (84/1996), declares all schools drug free zones. This means no substance abuse, possession of illegal drugs on school premises or being at school under the influence of alcohol or illegal drugs is allowed. The regulations for safety measures at Public Schools section 4(2) refers as well:

Substance abuse / illegal drugs means any unlawful, intoxicating or stupefying substances, these include tobacco, alcohol, un prescribed prescription drugs, dagga and other hard drugs.

Substance abuse is prohibited and severe action will be taken against perpetrators. Those who admit to having problems with substance abuse, will be helped and counselling will be made available, even though learners will still be held accountable.

1. Grantley College may at random times, or if substance abuse is suspected, conduct urine tests. These tests are conducted by a staff member of the same gender, who will at all times respect the privacy of the learner. No learner under the age of 12 will be tested.
2. Grantley College may, at random times conduct searches of learners' property and lockers.
3. Anybody found in possession of or using any of these substances either on school property, or when in school uniform, or when under the supervision of the school, or attending school-related functions including sport outings, tours and social events, will be subject to the following procedure:

FIRST TIME OFFENDERS

- a. Evidence of a positive drug test.
- b. Parents informed within 1 working day
- c. Learner counselled by member of the Lead Team, in the presence of a Learning Support Unit Psychologist
 - i. If a learner tests positive for a substance use, the learner will be interviewed by senior school management or the school counsellor to determine the nature and extent of the learner's involvement with drugs (casual experimentation / habitual use / dependence / dealing, etc.) to assist in determining the appropriate response.
- d. Suspension
- e. Referred for out-patients therapy with a registered therapy center
- f. Weekly drug testing will be enforced for 5 weeks
- g. 5 hours of community service
- h. Letter of warning

SECOND TIME OFFENDERS

- a. Evidence of a positive drug test.
- b. Parents informed within 1 working day.
- c. 5 days of out of school suspension until a formal Disciplinary Hearing takes place.
- d. Hearing at a formal Disciplinary Hearing.

Which could result in

1. Suspension, Admission to a rehabilitation facility, Weekly drug tests, 10 hours of community service, Letter of Intention of cancellation of registration at Grantley College

Or

2. Immediate cancellation of registration at Grantley College
4. In the case of use or possession of illegal substances, the matter may be reported to the South African Police Service, but will be reported to the South African Police Services if the learner is selling illegal substances.
5. Dealing in drugs or involving others in their use will normally result in a recommendation that the pupil be expelled from the school.
6. Parents agree that all costs incurred for tests will be for their account.
7. The learner agrees that it is his/her duty to disclose to Principal or HOD all and any medications that they may have taken that will affect the outcome of a test. The learners' parents further agree that they will provide Grantley College with a doctors' certificate.

The school understands that addiction is a medical problem. Any learner who asks for or is identified as needing assistance in coping with drug use, will be expected to attend appropriate counselling. This does not exclude them from the consequences of their actions.

This will be done in consultation with the parent(s) / guardian(s) and any cost incurred shall be paid by the learner's parent(s) / guardian(s).

Learners who experience problems with substance abuse or related matters, and ask for help prior to being discovered, will be treated in confidence and will not be discriminated against in any way.

The drug policy is for the benefit of all parties concerned. The aim of the policy is to assist, educate and guide learners, and to help those who want to be helped or who need help.

This policy however, takes into consideration that all decisions made, must consider the safety and security of the whole school as a community, as per Section 8A(2) of the South African Schools Act 84 of 1996.



GRANTLEY COLLEGE

POLICY ON ATTENDANCE AND ABSENTEEISM

Regular attendance at school is not only a matter of discipline and training for the larger world environment, but it ensures that the student gains maximum benefit from the teaching, guidance and input from the educator.

Latecomers

Latecomers must report to reception. A late note will be issued to the learner who must show this to the relevant subject teacher in that lesson of arrival. Reception will indicate arrival on the register.

Should a learner not arrive at school by 9:00 am, the parents / guardian will be notified by email of the absence. The email will be noted on the learner's file.

Absenteeism

- When a learner is absent, a note explaining why the learner was absent must be handed to the register teacher immediately upon return to school.
- The absentee letter will be filed by the teacher in the class register file.
- Parent(s)/Guardian(s) may email the admin the reason for the absence.
- A medical certificate must be provided if a learner misses a standardized test, an examination or a test contributing to the year mark, the certificate must state the actual dates on which the learner was absent.

Cancellation of a Learner's Record in a Class Register

- Cancellation of a learner's record in a class register is an administrative action, not a disciplinary action. It is not the same as suspension or expulsions in terms of section 9 of SASA.

A learner's record in a class register may be cancelled for one of the following reasons:

- Exemption from compulsory school attendance.
- Expulsion.
- Transfer to another school.
- Registration for home education.
- Continuous absence, of more than 20 school days in an academic year.
- Notification by a parent(s)/guardian(s) that the learner will not return to school; or
- Death of the learner.

- If a learner is absent from school for 10 consecutive school days, the principal must make reasonable attempts to ascertain from the learner's parent(s)/guardian(s) whether the learner has been withdrawn from the school. If the learner has been withdrawn, or if no valid reason for absence is given, or if the principal is unable to make contact with the parent(s)/guardian(s) or the learner, the principal must cancel the learner's record in the class register on grounds of continuous absence.
- A female learner's record may not be cancelled on the grounds that she is pregnant or has given birth.

When a learner's record is cancelled, the principal must in writing:

- inform the parent(s)/guardian(s) and the register teacher of the date of and the reason for the cancellation;
- if the learner is of compulsory school-going age, inform the district office of the date of and reason for the cancellation.
- If a learner's record has been cancelled and the learner is later readmitted to the school, the school administrator must make a new entry for the learner in the class register.

Valid Reasons for Absence

- Grade 12 learners may absent themselves from school during Trial and Final examinations on the days that they have NO examinations.
- Physical or psychological illness, for which a principal may require communication from the parent(s)/guardian(s) that the learner is unable to attend school or written confirmation by a registered medical practitioner if the illness lasts longer than three days.
- Giving birth, subject to written confirmation by a registered medical practitioner or registered midwife.
- Religious or cultural observances approved by the SGB, and noted on the school's annual calendar.
- Death of a family member.
- Appointment at court, social services or other official agency, for which the Principal may require documentary proof.
- Suspension by the Grantley College Board
- Acts of nature (that is, events that are beyond human control).
- Exceptional circumstances for which, in the view of the Principal, a temporary absence from school is in the best interest of the learner or was unavoidable.
- Absence without a valid reason is unacceptable and will be followed up promptly.

Illness at School

- If a learner is feeling ill, he or she must report to the reception, where the illness complaint will be recorded. A form must be completed by the teachers of the lessons being missed by the learner and once that has been completed, the HOD will sign the form.
- The learner will then report to Reception, hand the form in and his or her parent(s)/guardian(s) will be contacted to take the learner home.

- If the learner is desperately ill, the Principal will sign the form and the parent(s)/guardian(s) will be contacted immediately.

Truancy

Truancy is a serious offence and will be dealt with severely as a level 2 offence in accordance with the Grantley College High School Code of Conduct for learners. If a learner does not report for morning registration, a message will be sent via email to the parent(s)/guardian(s) informing the parent(s)/guardian(s) of the absence from registration. It is the responsibility of the subject teacher to check for and report acts of truancy.

Biometric Register

On arrival at school the learner will access the premises via the use of their fingerprint on the biometric registration system. No learner may use their fingerprint to open the gate for another learner, parent or guest.

This information is downloaded daily and checked against the manual register.

The Class Register

The class register is a daily record of attendance of learners at lines, where roll-call will be taken by the register teacher at 7:50. On rainy days, learners will go to the class room of the register teacher where roll-call will be taken by the Class Student Representative. Attendance records are done on prepared class lists (with instructions), and transferred to electronic storage by a member of the administration staff.

Responsibilities of the Learners

- To attend school punctually and regularly.
- Except of Grade 12 learners as stated above, a learner may not take leave from school to study for examinations or when examinations have ended.
- The SRC should contribute to the development and application of the School policy on Learner Attendance and inform the SMT of any known reasons for poor attendance.



GRANTLEY COLLEGE

POLICY ON ZERO TOLERANCE BULLYING

Grantley College must be viewed as a zero tolerance bullying zone. We pride ourselves on being a family, with family values, and will not condone any form of bullying.

Definition

Bullying is ongoing aggressive behaviour arising from a deliberate intent to cause physical or psychological distress to others.

Forms of Bullying

Bullying includes but is not necessarily limited to actions or activities such as:

- 1) Social banter
- 2) Hurtful teasing
- 3) Aggressive body language
- 4) Pushing and shoving
- 5) Malicious gossip
- 6) Hate Speech including racism, cultural or religious slurs
- 7) Exclusion
- 8) Extortion
- 9) Telephone, cell phone and internet abuse
- 10) Damage to the personal or allocated property of an individual (e.g. his/her school desk or locker)
- 11) Physical violence
- 12) Cyberbullying, on any platform, which may include the following, but is not limited to:
 - a) Harassment
 - i) This involves frequently sending a cruel or threatening message to a person's digital platform.
 - b) Denigration
 - i) This involves posting malicious gossip or rumours about a person to damage his/her reputation or friendships. It also includes posting, sending, sharing or liking digitally altered photographs of someone to others, particularly pictures that portray the victim in a sexualised or harmful way.
 - c) Impersonation or identity theft
 - i) This occurs when someone breaks into someone else's e-mail or social networking account and poses as the person sending messages or other information or pictures online in a bid to damage the victim's reputation and friendships or to get the victim into trouble or danger.
 - d) Outing
 - i) This involves sharing someone's secrets or embarrassing information or images online with people whom the information was never intended to be shared.

- e) Cyber stalking
 - i) This involves threats of harm or intimidation through repeated online harassment and threats.

The School's Stand on Bullying

- Grantley College High School has a reputation for being a friendly and spirited school. Within this context it is accepted that there will be a certain amount of good natured teasing, joking and play, however all reasonable steps must be taken not to overstep the bounds of acceptability and degenerate into bullying.
- Against this framework the school is committed to taking all reasonable steps necessary for minimising all forms of harassment.
- Grantley College needs all in the school community, to work together to ensure that everyone feels safe and 'at home' in the school.
- Administration, Teachers, Prefects and Senior Pupils have to work actively as being role models.
- The school regards bullying as a Level 3/4 offence in terms of its Code of Conduct and will respond to all proven incidents of bullying on the basis of 'zero tolerance'.

Specific Actions to Underpin the School's Stand on Bullying

- The school has systems of pastoral care and reporting which will react immediately when bullying is reported.
- Not only will the school support victims of bullying, but will also provide education and remedial support for the bully/perpetrator in order to prevent recurrences of incidents of bullying.
- Such support will be additional to, and not instead of, punitive action where such action is warranted.
- The school will constantly review its values and responses in this regard, and also its attitude to what constitutes bullying.

Failure to abide by this Policy, as with other Policies at Grantley College, may result in disciplinary action as described in the school's Code of Conduct and School Rules.



GRANTLEY COLLEGE

POLICY ON UNIFORM AND APPEARANCE

APPEARANCE

Learners' general appearance directly influences the way in which a school is perceived in terms of the norms and standards advocated and upheld by that institution. It creates an undeniable sense of entity within the School context and contributes positively towards issues such as discipline, orderliness and goal-orientated academic and sport achievement.

All learners are expected to wear the uniform with pride. Uniform should be kept neat and tidy, clean and in good condition at all times.

General Uniform Rules

- Jerseys may not be pulled over hands, and may not have holes in them to stick thumbs through.
- Jerseys may not be worn around waist or shoulder.
- Shoe laces must be tied properly and not left untied. No fancy adornments or tippex must be on shoes.
- Shoes must be polished.
- No headgear may be worn.
- Skirts may not be rolled up.
- Skirt pleats may not be sewn up.
- When wearing a long sleeve jersey / pullover, the shirt must be tucked in.
- Length of skirt must be no shorter than 4 fingers above the knee, of a modest length so as not to cause embarrassment to students or learners.
- Boys pants must be worn in the waist. If this is not possible, then the official black school belt must be worn. No pants must hang lower than the waistline. No pants may be altered, by means of sewing, stapling or fitting of zips. No skinny pants may be worn.

Boys' Hair

- Hair must at all times be neat. This means that it should not bunch at the back of the head or above the ears, but must be shaped and evenly graded.
- Hair may not be worn higher than one finger width on the top of the head
- Hair must be clear of the collar and may not terminate in a point.
- Plaited corn rows may be worn.
- Hair from any part of the head may not cover any part of the ear.
- Hair must be above the eyebrows, even when combed forward.
- Hair must be evenly graded.

- Sideburns may reach no longer than halfway down the ear. Fashionable or exotic hairstyles or any hairstyles likely to cause comment/distraction are unacceptable within the School context.
- No colouring of hair that looks unnatural will be allowed.

Girls' Hair

- Hair must be clear of the collar.
- Hair that is collar-length or longer must be tied up and may not hang loose or down the sides of the face and head.
- Hair that hangs down to cover the eyes and down the side of the face and head, must be tied up or clipped back with hairclips or Black Alice band.
- The following different kinds of hair bands are allowed:
 - Black Alice bands
 - Elastic bands (thin elastic or towelling) - black
 - Clips/combs - black
 - Black or white ribbons one centimetre in width
- Fashionable hairstyles or any hairstyles likely to cause comment/distraction are unacceptable within the School context.
- Natural singles/braids (with or without extensions) are allowed, provided that they are a maximum of 10mm in diameter. Singles/braids must be the same length and must be the natural colour of the girl's hair and held neatly at the back of the head (fancy or unusual styles are unacceptable).
- No colouring of hair that looks unnatural will be allowed.

Adornments

- Jewellery, with the exception of standard watches, will not be allowed.
- Medic-alert discs may be worn.
- When girls have pierced ears, plain gold or silver round studs, may be worn. Not more than one stud or sleeper may be worn in each ear lobe. Studs/sleepers must be worn in the lower part of the earlobe. Boys may not wear earrings or have any visible piercings.
- No nose rings/studs, tongue bolts, eyebrow studs/rings, retainers or other visible piercings are allowed.
- No visible tattoos are permitted.
- Grantley College is a secular school, thus **no religious adornments** may be worn visibly.

Girls may not:

- wear plain nylon stockings in summer
- use make-up
- use coloured nail polish, or grow their nails longer than their fingertips

No exceptions will be made for any learners involved in modelling.

BOYS UNIFORM LIST

Item	Available from
Grey Trousers	Any Retailer
Short Sleeve White Shirt with badge	Grantley Uniform shop
Long Sleeve White Shirt no badge	Any retailer
Black belt	Any retailer
Black school shoes	Any retailer
Grey socks	Any retailer
School Tie	Grantley Uniform Shop
Black School Jersey with badge	Grantley Uniform Shop
Black School Blazer with badge	Grantley Uniform Shop
Sports Shirt	Grantley Uniform Shop
Sports Shorts	Grantley Uniform Shop
Grantley Track Suit	Grantley Uniform Shop
Grantley Scarf	Grantley Uniform Shop
Black Beanie – Winter only	Any retailer

GIRLS UNIFORM LIST

Item	Available from
Grey Trousers	Any Retailer
Short Sleeve White Blouse with badge	Grantley Uniform shop
Long Sleeve White Shirt no badge	Any retailer
School Skirt	Grantley Uniform Shop
Black school shoes	Any retailer
Long Grey Socks – Winter	Any retailer
Short white socks – summer	Any retailer
School Tie	Grantley Uniform Shop
Black School Jersey with badge	Grantley Uniform Shop
Black School Blazer with badge	Grantley Uniform Shop
Sports Shirt	Grantley Uniform Shop
Sports Skorts	Grantley Uniform Shop
Grantley Track Suit	Grantley Uniform Shop
Grantley Scarf	Grantley Uniform Shop
Black Beanie – Winter only	Any retailer

THE UNIFORM SHOP IS OPEN EVERY TUESDAY FROM 3:00PM – 3:30 PM DURING THE TERM, AND THE DAY BEFORE EACH TERM BEGINS.

A CARD MACHINE IS AVAILABLE IN THE UNIFORM SHOP.



GRANTLEY COLLEGE

ELECTRONIC DEVICES and SOCIAL MEDIA

PURPOSE OF THE POLICY

The purpose of this policy is to help preserve and foster a safe, non-disruptive educational environment for effective teaching and learning, to maintain and foster order and discipline, to deter learners from actions detrimental to themselves, their peers or the general value systems embraced by the school, and to achieve these objectives consistent with the law.

PREAMBLE

Grantley College High School realizes that part of the 21st century is adapting to the changing methods of communication. The proliferation of the ownership and usage of the cellphone and other electronic devices and the increasing sophistication of its derivatives in its various guises, makes it necessary for the usage of these devices to be ordered, controlled and monitored by, in and through school.

2. LEGAL BASIS

The school has built its policy on the following premises:

- Given the need for school safety and the protection and well-being of individual learners, the authority of the school to conduct searches is held to pre-empt an individual learner's right to privacy. Consequently, school officials are empowered to conduct searches of a pupil's property when there is reasonable suspicion that she/he may be in violation of a school rule, a policy or the law.
- All school-related property is subject to search at any time. School-related property includes but is not limited to computers, cellphones and related or similar devices, and items used during or in the support of education-related programmes or activities, and in respect of this policy is deemed to include also privately owned devices brought onto the school property or to any school sponsored or school related activity or function.
- Before undertaking a search of any privately-owned device however, the school official performing such search must have a reasonable suspicion that the learner has indulged in an action that violates the law, a school rule or policy.
- 'Reasonable suspicion' may be created by firsthand eyewitness observations or reports, information from a normally reliable informant, and suspicious behaviour.

3. ACCEPTABLE AND UNACCEPTABLE USAGE

As per accepted policy at Grantley College, all cell phones, iPhones, tablets, smart watches and other devices must be handed in to the Admin, for safekeeping, before 7:50 am each morning, unless authorised directly by an educator.

The devices will be released to learners at the close of day.

The following list, which is neither exhaustive nor exclusive, provides examples of practices which are deemed unacceptable in terms of this policy:

- The theft, borrowing, using, breaking, damaging, defacing, hiding, removing or going into the memory or storage capacity of a cellphone or electronic device belonging to someone else.
- Using electronic devices to send hoax bomb or other threats so as to avoid or condense class time or disrupt tests or exams.
- The use of cellphones to gain an advantage or break, or circumvent exam rules or procedures.
- Using electronic devices to alert miscreants to the presence / approach of the Principal, a teacher or other disciplinary officer.
- The use of a cellphone in the selling or distribution or procurement of drugs or other banned or illegal substances, the dissemination of threats, cyberbullying or harassment, unwanted text messaging, or the arrangement or coordination of anti-social activities.
- The taking, viewing or distribution of inappropriate photos, making video clips of fighting, capturing inappropriate sexual behaviour of learners, or downloading inappropriate images from the internet, whether or not the behaviour occurs on school property or not.
- The provoking of a teacher, and then capturing and circulating the resultant response.
- Publishing, posting, distributing or disseminating material or information that Grantley College High School determines is threatening, harassing, illegal, obscene, defamatory, slanderous, unlawful or hostile towards any individual or entity. This includes the spreading of rumours and misinformation.
- Publishing, posting, distributing or disseminating material or comments that infringes on the rights and privacy of Grantley College High School or any individual or entity. This includes personal attacks or comments disparaging an individual or group.
- Learners who choose to submit content onto websites or other forms of online media must ensure that their submission does not reflect poorly upon the school and bring the name of the school into disrepute.

4. BRINGING CELL PHONES AND ELECTRONIC DEVICES TO SCHOOL

Within these parameters, pupils are allowed to bring cellphones to school on the understanding that:

1. The use of cellphones and electronic devices at school is a privilege which may be forfeited by any pupil not abiding by the school's Code of Conduct or the stipulations of this policy.
2. Learners are personally and solely responsible for the security of their cellphones and electronic devices. Not the school, the staff nor the education department will assume any responsibility for theft, loss, or damage of a cellphone or electronic device, or any unauthorised use thereof.
3. There will be no use of a cellphone or electronic device in any manner whatsoever during class time or in classrooms, except where such usage is specifically authorized by teachers for legitimate educational purposes as part of the lesson plans and / or academic programmes. Such usage is at the sole discretion of the supervising teacher who is responsible for monitoring, controlling and overseeing such usage.
4. The use of a cellphone or electronic device to capture, store or transmit unauthorized pictures or undesirable, illegal or pornographic material is strictly prohibited on the school premises, during school-sponsored or educational activities or outings, or while travelling to and from school or school sponsored outing or activities, again except where such usage is specifically authorized by teachers. Such authorization will normally only be granted for legitimate, broad educational purposes as part of lesson plans and / or academic, sporting, cultural or service programmes. Such usage will be permitted at the sole discretion of the supervising teacher who will be responsible for monitoring, controlling and overseeing such usage.
5. Use of cell phones or electronic devices before the beginning of the school day, or after its conclusion, will not be controlled by the school with the proviso that no provisions of the school's Codes of Conduct are broken, and no actions referred to in point 4 (sub-points 4.1 to 4.12 inclusive), nor 5.3, nor any other inappropriate actions are undertaken consequent on the use or possession of a cellphone or similar device.

5. OWNERSHIP AND PRIVACY

1. In order to manage the wellbeing and safety of all who are part of the school and to maintain the integrity of school systems, the school reserves the right to check on usage and content (including by random monitoring) of any files, messages, pictures, images or similar which are created, received, stored, transferred to, viewed, read, sent from or received using a cellphone or other device present on school property, at a school or school-sponsored function or activity, or on the way to school or school sponsored activities regardless of whether the device was actually used on school property, at a school function, or not.
2. Access to the worldwide web, e-mail services, the internet and school servers at this school are filtered and managed in-house. Communication via e-mail on the school system cannot therefore be regarded as private, and the same conditions apply to messages, data or images on any cellphone or similar device brought to, found at or

used on or in close proximity to the school premises, at / or during school or at a school or school sponsored function or activity.

3. It is a condition of the use of the permission granted in terms of this policy that the school has the right to investigate the e-mail or account and equipment, including cellphones and similar devices, and also social networking domains such as Facebook and Twitter of any user who, in the opinion of the Principal or his / her delegate, which opinion shall be based on reasonable suspicion and/or first-hand eye-witness reports, might be transgressing the rules or the spirit of this policy.
4. In the event of any part of this policy being transgressed by a pupil or other person using the equipment brought to school or a school or school sponsored activity, or belonging to or in the possession of a pupil at school or a school or school-sponsored or school-approved activity, the following sanctions may be applied:
 - b) Any staff member who sees a learner using a cellphone in contradiction of the specifications of this code, shall confiscate the device and hand it in to Reception for safe-keeping. Date, time, name of learner, name of teacher who confiscated the device, name of the owner of the cellphone and reason for the confiscation must be handed to the front office for recording. Details of evidence of inappropriate content must be reported to the HOD / Principal.
 - c) If it is suspected, based on reasonable grounds, first-hand, eyewitness reports or clear evidence that anyone is using a cellphone in contradiction of any of sections 4.3 to 4.12, and 5.3 of this code, those authorised to do so by the HOD / Principal will be expected to intervene and inspect the contents of the device to determine whether it has been or is being used for a purpose which is contrary to school policy.
 - d) Should such evidence be found, it must be reported to the Principal / HOD, who may take the matter further either through an internal disciplinary process or by reporting it to other authorities, including the School Governing Body, the school counsellor, a social worker, the education department, or the police.

When handheld devices like cellphones, iPhones, BlackBerrys, iTouch or other electronic devices are confiscated from a learner, the following sanctions will apply:

- 1st Offence: The device will be confiscated, for a week
- 2nd Offence: The device will be confiscated for a month, parent(s) / guardian(s) will be contacted and will be required to retrieve the device from the school.
- 3rd Offence: The device will be confiscated for a term, parent(s) / guardian(s) will be contacted and will be required to retrieve the device from the school.

Failure to abide by this Policy, as with other policies at Grantley College High School, may result in disciplinary action as described in the school's Code of Conduct and School Rules.



GRANTLEY COLLEGE
AUTHORISATION AND RELEASE FORM
PHOTOGRAPHS AND MEDIA

**I HEREBY GIVE MY CONSENT TO LET MY CHILD/CHILDREN BE PHOTOGRAPHED
OR VIDEOTAPED BY GRANTLEY COLLEGE.**

I understand that by signing this Release and Authorization I grant authority to Grantley College for the creation and use of any video tapes, photographs, or similar items in which my child/children might appear, or statements made by them, in the production, display, or sale of public service announcement for the purpose of publicity or advertisement in newspapers or other media.

Whilst every effort will be made to protect the child and only materials of an appropriate nature will be used publically, I also hereby release Grantley College from any claims that may be made by me based upon the schools use of this material.

I, _____

Parent of _____

Grant permission as requested above

Do not grant permission as requested above

Signature of Parent

Date

SIGN AND RETURN THIS PAGE AT SCHOOL REGISTRATION



GRANTLEY COLLEGE

POLICIES AND PERMISSIONS 2020

POLICY	PARENTS INITIAL	LEARNER INITIAL
SCHOOL CODE OF CONDUCT		
SCHOOL PROCEDURES, RULES AND REGULATIONS		
SUBSTANCE ABUSE POLICY		
MEDIA AND PHOTOGRAPHY PERMISSION		
BULLYING AND HARASSMENT POLICY		

I, _____

Parent of _____

declare that I have read the following policies, as found on the Grantley College website and give the necessary permissions as required by each policy. I have initialled next to each policy indicating the above. I also declare that I have discussed the contents of the policies with my child and impressed upon him / her the seriousness of the adherence thereto, for his/her successful academic career at Grantley College. I understand that these policies and permissions remain in effect until my child matriculates and/ or is withdrawn from Grantley College.

Parent / Guardian Signature: _____ Date: _____

I, _____

(Learner)

Declare that I have read / discussed / had the abovementioned policies explained to me and that I will at all times, strive to uphold the values of the school and follow the policies as set out herein.

Learner Signature: _____ Date: _____

SIGN AND RETURN THIS PAGE AT SCHOOL REGISTRATION

All the Grantley College Policies are available on the website at
www.grantleycollege.co.za

Grit, Leadership, Honour and Kindness