



STAR OF HOPE INDEPENDENT SCHOOL

EXTRACT OF SCHOOL RULES



SCHOOL ATTENDANCE

1. Each learner must attend everyday of the school.
2. When a learner is absent, the parent / guardian must submit a written excuse.
3. Learners must submit this note to their class teacher on the first day back at school.
4. A medical report is needed for absence during tests / exams.
5. Learners absent from tests or exams will be given a zero.
6. Educators may set a supplementary test / exam at their own discretion.
7. No learners may leave school grounds without permission.
8. Permission may only be obtained from the principal.

GENERAL RULES

1. No alcohol, drugs, dangerous or harmful substances will be allowed on the school premises.
2. No learner may consume, be under the influence of, or be in possession of alcohol or drugs at school, in school uniform or any school activity.
3. Learners cannot smoke on the school premises or be in possession of cigarettes.
4. No weapons of any kind are allowed into school-this includes BB guns or other similar “toys” that can hurt other people.
5. Learners should not be in possession of pornographic material or stolen property.
6. Learners are not allowed to have craft-knives, pocket knives or sheath knives at school.
7. Fighting, threatening and intimidating behavior belongs to hooligans and will not be tolerated at school.
8. Harassment in all its forms has no place at Star of Hope School.
 - No graffiti, bad language, racism, sexism, or vandalism and any other “isms” and phobias will be tolerated at school.
 - Harassment negatively affects the atmosphere of a class and even ethos of a school. Learners who harass teachers will be severely dealt with.
9. Damage to school property or other learner’s property will be viewed in a serious manner. Culprits will be held responsible for the replacement costs.
 - Any accidental damage to furniture, fittings, windows, etc. must be reported immediately to the class teacher, HOD or Principal.
10. Each learner is responsible for the safe upkeep of his – her own property. All private property should be kept safe by the owner and be properly marked.
11. Learners may not borrow any-one else’s property without their permission or be in the possession of unidentified property.
12. The neatness of the grounds is the responsibility of each learner. Littering is prohibited and punishable. The neatness of cloakrooms and toilets is the responsibility of each learner and cloakrooms must be kept clean.

13. School work should not be given to other learners for copying unless authorised by a teacher. Both learners engaged in practice will be guilty.
14. No learners may start or engage in gambling activity on the school-grounds.
15. Physical contact between boys and girls is not allowed while in school uniform or at school functions.
16. Learners are expected to be honest at all times and in all matters. Cheating in tests or exams is taking something that doesn't belong to you.
 - Dishonesty will be punished severely.
17. All cell phones must be switched off on entering gate and placed securely in one's pocket. Under no circumstances should the phone be out of the pocket, unless under the express instruction of an educator.
 - No phone losses will be entertained at school. Phones found on, will be confiscated, taken for safe keeping, and a note given to learner to inform parent about this.
 - The phone will only be released to the hands of a parent at the end of the term, if a first offender. If a second offender, the phone will only be released at the end of the year, the learner will be punished as well.

***Parent cannot apologise, negotiate on behalf of a learner. This will be viewed in bad light.**

APPEARANCE

1. Learners should always look neat, respectable and well-groomed.
2. School uniform, and only school uniform, should be worn at all times, unless instructed by a staff member.
3. Make-up, jewellery (other than a watch), long nails, fancy hair styles, etc. are not part of the uniform and are not acceptable.
4. A strong, partitioned school bag to keep books firm and in a good condition.
5. The wearing of durags will only be allowed if the colour is the same as the school colours. The hoods must always be off the head.

BEHAVIOUR

1. Learners are expected to treat every person with respect and courtesy. Behaviour should be friendly, helpful and polite, especially to staff members and visitors.
2. Learners should address