



SCHOOL CODE OF CONDUCT

1. Introduction

The purpose of this School Code of Conduct is to establish a safe, respectful, and disciplined learning environment for all students. This code sets out the standards of behavior expected from every learner in order to promote positive relationships, academic excellence, and personal growth.

At our school, we believe that every student has the right to learn in an environment that is free from disruption, discrimination, and harm. At the same time, each student has the responsibility to respect the rights of others, follow school rules, and uphold the values of honesty, integrity, and respect.

This Code of Conduct applies to all students at all times while on school premises, during school activities, and when representing the school. By following these guidelines, students contribute to a positive school culture where everyone feels valued and supported.

Failure to comply with this code may result in disciplinary action, while positive behavior will be recognized and encouraged. Together, we aim to build a community that fosters responsibility, respect, and success for all.

1.1 Purpose

This Code of Conduct outlines the standards of behaviour expected of all students, Its primary aim is to cultivate a safe, respectful, disciplined, and inclusive environment that promotes academic excellence, moral integrity, and personal development while protecting the values, image, and reputation of the institution.

1.2 Scope

This Code applies to all individuals involved in school-related activities, both on and off school premises, including but not limited to:

- Part-time Students
- Full time Students
- Online Learning Students

1.3 Core Values

- Respect: Treating all individuals and property with dignity, courtesy, and consideration.
- Integrity: Upholding honesty, fairness, and ethical behaviour in all academic and professional dealings.
- Responsibility: Taking accountability for one's actions, duties, and decisions.
- Excellence: Striving for high standards in academics, professionalism, and personal conduct.
- Collaboration: Promoting teamwork, unity, and positive engagement among all stakeholders.

2.1 General Behaviour

Students are expected to:

- Demonstrate respect towards peers, staff, visitors, and school property.
- Uphold academic honesty at all times; cheating, plagiarism, and dishonesty are strictly prohibited.
- Attend all classes punctually, complete assignments on time, and participate actively in school activities.

2.2 Dress Code

- The prescribed school uniform must be worn at all times unless otherwise authorised.
- Uniforms and clothing must be neat, clean, modest, and appropriate for a learning environment.
- Personal grooming must reflect good hygiene and uphold the standards of the school.

2.3 Digital Citizenship

- Technology, including the internet and social media, must be used responsibly and ethically.
- Cyber bullying, online harassment, and misuse of digital platforms are strictly prohibited.
- Students must respect privacy and protect personal and institutional information.

2.4 Attendance

- Regular and punctual attendance is compulsory.
- Absences must be supported by valid reasons, and advance notice must be provided where possible.

2.5 Mobile Phones

- Students are not permitted to bring mobile phones to school.
- Any phone brought to school must be surrendered at reception upon arrival and collected at the end of the school day.
- Any student found in possession of a mobile phone outside this procedure will pay a daily fine of R100.
- On designated Civvies Days, students may bring mobile phones upon payment of a R5 service fee towards fundraising and issuance of a valid permit.

2.6 Prohibited Behaviour

The following behaviours' are strictly forbidden:

- Bullying or harassment of any kind (physical, verbal, emotional, or online).
- Violence, fighting, intimidation, or aggressive conduct.
- Vandalism or deliberate damage to school or personal property.
- Possession, use, or distribution of drugs, alcohol, or tobacco.
- Academic dishonesty including cheating and plagiarism.
- Insubordination or refusal to follow lawful instructions.
- Disruptive behaviour that interferes with teaching and learning.
- Theft or attempted theft of property.
- Misuse of technology or unauthorised access to digital systems.
- Possession of weapons, dangerous objects, or unauthorised electronic devices.
- Dating, romantic relationships, or sexual activities, whether on or off school premises.

2.7 Discipline

- Minor Offences:
 - ✓ Verbal warnings,
 - ✓ written warnings,
 - ✓ corrective measures,
 - ✓ short term suspension or
 - ✓ Task based Punishments
- Major Offences:
 - ✓ Extended suspension,
 - ✓ expulsion, or
 - ✓ referral to relevant authorities.

