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Newsletter 2
21 April 2021

Dear Parents

We aim to remind and inform you constantly about important issues.

Due to several incidents of learners and parents not adhering to requests from school regarding illness and COVID isolation we would like to remind you once again about the protocol.

COVID PROTOCOL AT SCHOOL – ALL LEARNERS

We aim to adhere to all Standard Operating Procedures (SOP) as required by GDE and the Department of Health.

General guidelines:

- No person** may enter the school grounds without a mask.
- No person may remove his/her mask at any time during the day.
- All persons **MUST** adhere to social distancing guidelines.
- All persons must wash their hands regularly for at least 20 seconds at a time.
- No person may share eating utensils, lunch boxes, stationery, etc. with another person.

What we expect from learners:

- Take into consideration that screening is a lengthy process. Be on time for school so that proper screening can be done and education time is not lost.
- Scanning will be done at the gate. If temperature is higher than 37.5°C, isolation procedures will be implemented. Parents/taxi driver may not leave until the learner is scanned. In the event that the learner experiences symptoms, they must go home. Learners must wear a mask upon entering the taxi/transport.
- If you are experiencing any symptoms, stay at home.**
- Report to an educator or the admin office if you are experiencing any of the symptoms during the day.
- Questionnaires regarding symptoms must be answered honestly.
- Do not remove your mask at any stage during the day.**
- Adhere to the social distancing rules.** This includes before, during and after school. Social distancing **MUST** be complied with during breaks as well.
- Sanitise on a regular basis.
- Comply with the instructions and guidelines from educators.
- Enter and exit classes in an orderly and as prescribed manner.
- Ensure tables and chairs stay in the marked space.
- Do not walk around in class.
- Do not leave class unless it is an emergency.
- Collect textbooks from lockers immediately. Lockers will be out of bounds and learners may NOT use them.
- Stay in the marked areas on the school premises.
- No delivery of food, assignments, keys, money or other items will be allowed. Proper arrangements must be made prior to entering the school grounds.**
- Learners must leave the school premises **IMMEDIATELY** after school.
- No learner may hang around on the premises/in the streets/by the café or the garages.
- With the winter approaching, learners must be warmly dressed in school uniform during winter as

classes must be ventilated. Normal school rules will still apply.

- ❑ **Learners may only wear cloth masks – no buffs or surgical masks – learners wearing the incorrect mask, will not be allowed to enter the premises.**

- ❑ Learners must realise this is their school and they are responsible for themselves and are advised to report other learners not adhering to protocol, rules and regulations.

Any learner who violates the protocol, rules and regulations will be sent home immediately and will be required to submit proof from a doctor on a *negative COVID-19 test outcome* before they will be accepted back onto the school premises.

1. We greet Mrs Smith (Business Studies). We wish you the best of luck with your future endeavors.
2. The current rotational timetable will still be followed for all learners, which means learners will attend school on alternate days. Please ensure that your child is not absent as education time is extremely limited and in these uncertain times every minute counts. There is no time to repeat work. Your child may not be absent on assessment days. We cannot set additional tests or compromise papers. The rotational timetable and test timetables will be mailed before the school re-opens.

Grade 10 and Grade 11 learners will have additional classes from 10 May in crucial subjects. These dates and times will be communicated to you in due time, these classes will be on days that they are not supposed to be at school. These classes are COMPULSORY.

On days when learners are not attending school, they are expected to work from the school website. The website is zero rated, which means that it is free. You need data to access and download the material, but not to view. Website address: <https://hspcrswart.co.za/>

Grade 12 learners will also receive timetables for extra classes on Wednesdays and Saturdays. These classes are COMPULSORY. Work done during these classes will not be repeated. Please make the necessary transport arrangements.

3. From 3 May 2021 learners must full winter uniform. Close attention will be paid to appearance. Only correct school uniform is permitted and on Tuesdays all learners must wear their blazers for assembly periods. Boys must be shaved and hair must be correct as indicated in the Code of Conduct. Girls may not use any lipstick or lip gloss and the only acceptable hair accessory is a black rubber band to tie their hair back. Learners tend to have piercings and beards which is covered by their masks. This is not allowed.
4. Cellphones must be switched off and put away upon entering the school premises. Headphones/earphones may not be visible. In the event that either the cellphone or the headphones/earphones are visible, BOTH will be confiscated, a receipt will be issued to the learner and a fine of R200 is payable by the parent.
5. **Learners are not allowed to exchange textbooks. Each learner must have all their own textbooks at school every day – no borrowing or lending will be allowed. Please copy barcodes in diaries and keep them safe. Check your**

child's books regularly. Learners are not permitted to use lockers; these lockers will only be available when COVID is something of the past.

6. Your child received a school diary which **MUST BE AT SCHOOL EVERYDAY**. There is a test period every Monday and Friday. When learners have received the test timetable, **please** familiarise yourself with it. The school's Code of Conduct is also printed in the diary and has been discussed with your child in detail by his register educator. Please ensure that you familiarise yourself with the content of the diary and discuss the Code of Conduct with your child.
7. Learners must have the correct stationery every day and no borrowing or lending is allowed, especially during tests and assignments. Learners are also required to use BLUE pens.
8. **School starts PROMPTLY at 07:20 and ends at 14:30.** Please ensure that sufficient transport arrangements are made to ensure that your child is at school on time and collected from school. **Transport is not an excuse for late coming.** Register period starts at 7:20. Learners who arrive after that will be marked late for school. *It remains the responsibility of the learner to ensure that the register is corrected in the office.*
9. You are reminded that subjects with a practical component have an additional fee that must be paid at the financial office.
10. There will be a choir camp 21 and 22 May 2021. It will be R250 for the weekend and it will be at school. Further communication will follow shortly.
11. We would like to introduce you to the new School Governing Body for the term 2021 until 2024.

PARENTS:

Mrs Alie
Mrs Bontsi
Mrs Bruinders
Mr Damons(Deputy Chairperson)
Mr Dhlamini
Mr Makobe(Treasurer)
Mr Mmakola(Chairperson)
Mrs Phokwani
Ms Stoltenkamp

EDUCATORS:

Mrs Theron
Mrs M Stanton
Ms A Marais(Secretary)
Mrs Cilliers

NONE-EDUCATOR:

Mrs Ndaba

RCL MEMBERS:

Trinque Schubart
Rosina Nkosi
Velone Fisher

We would like to thank all the member of the SGB for availing them self to take Swartjies to greater lengths.

12. **Parents, we request that you make appointments to see educators at school. It will save a lot of time and effort as no educator may be called from a class (not even the Principal) to meet with parents during school hours. The office hours of the admin office are 7:00 to 15:00. Please adhere to the times.**
13. We currently have advertising space available at school. Please contact the finance office for the different prices.

Kind regards



S THERON
PRINCIPAL



STUDY HARD.
DO GOOD
AND THE
GOOD LIFE
WILL FOLLOW.