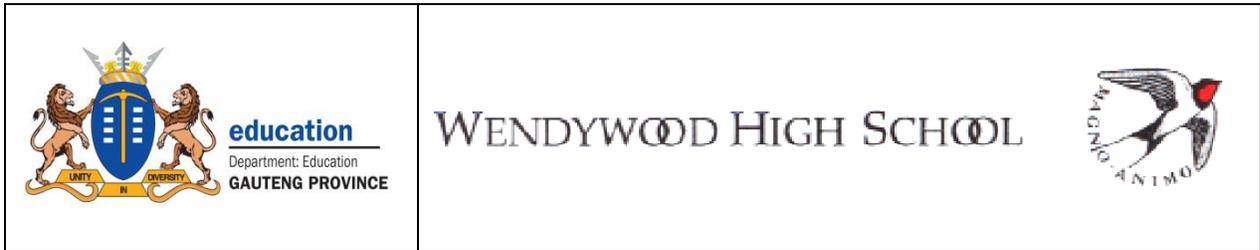


WWHS



# WWHS LEARNER CODE OF CONDUCT

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A policy document regulating the maintenance of discipline amongst learners at the School

**The WWHS Governing Body**

**11/13/2014**

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## **SECTION A: PREAMBLE**

In accordance with the South African Constitution (Section 28) and the South African Schools Act (Act 108/1996) a code of conduct must be drafted in the context of the best interests of the child. The Code of Conduct is a tool to protect and uphold the rights of all learners, parents and educators against any form of inequality or discrimination. It serves to promote the acceptance of responsibility by all concerned. Only if all co-operate with one another, accept the spirit of the document and take accountability for their actions, can a culture of tolerance and reconciliation be established.

The staff at Wendywood High School is dedicated to providing all our learners with the best possible education. To this end, a healthy mixture of academic, emotional, social, moral and physical education is presented, thus ensuring a well-rounded schooling.

Wendywood High School has set itself the goal of equipping all learners with the skills required to become well-adjusted, capable individuals and productive members of our multicultural society. The school encourages its staff and learners to understand and accept the diversity of the school and community within which they will live. The School respects all religions and teaches its learners the important role that the various communities and religions play in our school, community and country.

This Code of Conduct has been an integral part of classroom and behaviour management since 1987. By providing the parameters within which the school, learners and parents must operate, an attempt is made to clarify the roles and responsibilities of all stakeholders towards the maintenance and management of discipline within the school community. This in turn will facilitate a transparent approach when the school has to deal with allegations and or acts of misconduct, as well as the avenues to be followed when dealing with misconduct.

An essential part of this Code of Conduct is the system of merits and demerits, which was initiated in 1996 to maintain acceptable standards of conduct and behaviour. Subsequently the merit/demerit system of upholding the Code of Conduct is the result of extensive negotiations with the learners, staff and parents of the School and has formed part of the School Policy since 1997.

The School's Governing Body have approved all the recommendations which are found in this Code of Conduct policy document. This is however a "living" document and learners are welcome to make submissions through the RCL, and their parents/guardians through the Governing Body. Submissions must be in writing and must provide a contact telephone number. Such submissions are then forwarded to the Governing Body which is the legitimate change-making body.

The following pages will explain the Code of Conduct Policy. Parents, guardians and prospective learners are requested to peruse the documents carefully and sign the letter of acceptance. This letter of acceptance must be returned to School on the day of enrolment.

When amendments to the code of conduct are made all stakeholders are notified in writing and the letter of acceptance must be returned within 5 school days.

Our school motto, "Magno Animo" (Greatness of Spirit), encapsulates the ideals for which the school strives when dealing with all its staff and learners. We endeavour to let each learner reach the greatness of his or her individual spirit by providing a framework within which he or she can grow to maturity and leave this school as a fully productive and able member of our diverse society.

## **SECTION B: THE VISION OF THE CODE OF CONDUCT**

The Code of Conduct of Wendywood High School is based on the principle of respect for others and for self. This respect should be part of any well-functioning society which in turn would be made up of citizens or learners who are able to function in a self-disciplined manner.

The aim of the Code of Conduct is to provide a set of values which will provide moral guidelines, norms and principles which in turn will reinforce the ideals of a self-disciplined school environment. In its elementary form this code of conduct creates a policy environment with the specific aim of establishing expected standards of behaviour, identifying unacceptable forms of behaviour as well as determining the consequences of unacceptable behaviour.

## **SECTION C: PARENTAL INVOLVEMENT**

According to the provisions of the Schools Act it is an infringement of the law for any person that is also a parent, to prohibit or in any way deliberately prevent a learner from complying with a school rule. Before parents enrol a learner(s) they shall therefore make a careful study of this code of conduct. By signing the application for enrolment document, parents declare that they accept the school rules in totality.

The child is only officially accepted as a learner when the Principal signs the application for enrolment document referred to above. In addition to signing the full code of conduct the SGB has determined that parents must sign the part that outline the parents' responsibility towards the maintenance of discipline within the school community.

## **SECTION D: THE RESPONSIBILITIES OF PARENTS**

Every parent with a child at Wendywood High School shall accept the following responsibilities as their contribution to maintenance of discipline within the school:

1. Their children report to school every school day except when there is a reason beyond the control of both the learner and the parent. In that event it shall be the responsibility of the parent of guardian to advise the school of the impending nonattendance and the reasons thereof.
2. Parents and guardians shall ensure that their children report punctually to the school on a daily basis Further they will be responsive and act decisively on information received

from the school that points to patterns of late coming both at school start times and changing classes.

3. The need to be actively involved in the academic and performance and progress of their child. Parents accept that responsibility necessitates regularly contact with Grade Tutors and Subject Teachers and the school in general. This includes the responsibility to collect their children's school report when they are due, supervise their homework and other school assignment.
4. Their children are healthy, clean and neat at all times. Importantly parents will take the responsibility of ensuring that their children wear the school uniform fully and in the manner that is prescribed in Section F of the code conduct below.
5. The rights of their children to learn are upheld.
6. Their children follow the rules and codes of the school.
7. They report to the school authorities any problem experienced by their children that might affect their academic progress and or discipline in the school environment;
8. Their children are well behaved and show respect to educators, others staff in the school, fellow learners and persons visiting schools. In this regard parents must note that use of abusive language and violence are frowned upon by the school and shall not be tolerated under any circumstances.
9. They provide their children with the required learning material needed for school work, homework and other assignments.
10. Their children become involved in the school's activities including sport, arts and culture for which they have been deemed talented or able to partake in.
11. They pay school fees as they are determined by the AGM in line with the government regulations.
12. They provide the school with all the necessary and statutory documents required for the enrolment of their children, such as original birth certificates, previous reports and residency permits (if they are not South African citizens) if the school requests this information; and

They, as parents, have the right to participate in the life of the school in terms of attending school activities such parents meetings, AGM, special events etc. as might be necessary from time to time.

## **SECTION E: THE RIGHTS AND RESPONSIBILITIES OF LEARNERS**

The code recognises and promotes the rights of learners and seeks and encourages and enforces their responsibilities to themselves, other and the school in general.

<b>I have a right to</b>	<b>It is my responsibility to</b>
a) Be educated in a controlled and structured academic environment	a) Create the opportunity for others to work without hindrance and to pay full attention
b) Be respected by other members of the school community, regardless of personal, religious or cultural differences	b) Respect the individuality, convictions and beliefs of others.
	c) Listen to and respect the opinions of others.

I have a right to	It is my responsibility to
<ul style="list-style-type: none"> <li>c) Freedom of speech and to voice my opinion in a mature, tactful and appropriate manner</li> <li>d) Be treated with fairness</li> <li>e) The security of my person and my property</li> <li>f) Make use of available school facilities and property during school hours.</li> <li>g) The support of the school in my participation in cultural, sporting or academic activities.</li> <li>h) Where possible and when appropriate, to be involved in and informed about decisions taken in the school.</li> <li>i) Work in a clean and litter-free environment.</li> <li>j) Ask for help and advice.</li> <li>k) Have school activities begin punctually.</li> <li>l) Participate in the life of the community.</li> </ul>	<ul style="list-style-type: none"> <li>d) Treat others in a fair and just manner.</li> <li>e) Uphold the honest behaviour and safety of the school</li> <li>f) Respect and to maintain these facilities and the property.</li> <li>g) Engender and to uphold school spirit by participating in and supporting cultural, sporting and academic activities.</li> <li>h) Respect the decisions made by the school and react to them in a mature and sensitive manner.</li> <li>i) Maintain a clean and litter-free environment.</li> <li>j) Ask for help and advice at an appropriate time and in an appropriate manner, and to give advice and help myself.</li> <li>k) Be punctual in every part of my school life.</li> <li>l) Uphold the values of the school when out of school uniform.</li> </ul>

## SECTION F: EXPECTED STANDARDS OF PHYSICAL APPEARANCE

The physical appearance of learners of such importance to the school that together with time management, they constitute the core of the school's ability to management discipline all round. The code deals with key elements of this aspect.

### 1. The School Uniform and Dress Code

The official school uniform and the rules pertaining to the general appearance of learners at Wendywood High School have developed over many years to those applicable at the present time. Any alterations, additions or deviations from the prescribed school uniform can only be approved during an annual general meeting of parents. At least 10% of the total number of parents must, in writing, request the Governing Body for the change and such change shall only apply if a two thirds majority of the parents who attend the meeting vote in favour thereof.

The purpose of the official school uniform and regulations pertaining to the general appearance of learners encompasses the overall neatness and the requisite uniformity of the learners and their identification with the school. Therefore no learner may wear any jewellery, ornament, badge, sign, symbol, slogan or any addition whatsoever with the school uniform or visibly on his or her person to express individuality, cultural background or religious belief. Only official badges or signs awarded by the Principal to learners, for example the leaders, RCL or top ten badge or colour's awards for achievement etc. may be worn as part of and only with official school uniform. It is the duty and responsibility of the parent to ensure that the learner, when leaving for school in the morning, is dressed in accordance with these rules.

If these rules are transgressed, the object(s) will be confiscated and only returned to the rightful owner at the commencement of the following school holiday. If the offence is committed again, the object(s) will be confiscated and only returned at the end of the school year. Neatness of dress is vital in projecting the image of Wendywood High as a reputable educational institution. The application for enrolment document clearly states the Dress Regulations for all learners at Wendywood High School.

## **2. The wearing of beards and other facial hair**

The basic tenet of the 'Code of Conduct' and 'Dress Regulations' is that all male learners shall be clean-shaven, with short side-burns no lower than the middle of the ear. However;

- a) Parents may apply to the Principal, in writing, for exemption for their sons, giving full details of the reasons for seeking the exemption. Where the reason is "religious belief or requirement", a supporting letter from an appropriate religious authority or institution is also required.
- b) If not for religious purposes, the exemption, if granted, will usually run until the end of that calendar year or until the event occasioning the application has occurred. A new application will be required at the beginning of the new school year.
- c) When exemption is granted to grow a beard, moustache or both, these must be left to grow naturally and may not be styled in any way. Moustaches must be trimmed horizontally at the level of the top of the upper lip. Facial hair will at all times be kept neatly combed.
- d) Learners who are granted exemption but who do not adhere to the conditions in paragraph c), will have their exemption withdrawn. Such learners and their parents will be advised in writing of the withdrawal of exemption, and the Dress Regulation regarding being clean-shaven will again apply.

## **SECTION G: EXPECTED STANDARDS OF BEHAVIOUR**

This school has a proud heritage built up by generations of dedication by previous learners, educators and parents. In accordance with this heritage, the Governing Body shall not allow the good name of the school to be tarnished by individuals who do not share such values. Therefore the rules regarding personal behaviour apply to the learner in and also outside the school environment for as long as the learner is in school uniform or any regalia that is associated with the school. Their conduct at all times shall therefore be civilised, orderly, friendly, courteous, considerate and honest and exemplary.

### **1. Routine Procedures**

- e) Learners are asked to ensure that parents or guardians are conversant with the requirements of this Code of Conduct.
- f) Parents are expected to avoid making vacation arrangements that conflict with school terms. Tests may be held on the last day of term.
- g) During the course of the year, learners will be expected to attend a selected number of functions and sports fixtures at the school. Where attendance is required, advance warning will be given.

- h) Unavoidable absence from school must be explained in a note signed by a parent or guardian. The onus is on the learner to hand in this note on the first day of return to school. This note should indicate Name of Learner and class and reason for absence. This note should be sealed in an envelope and addressed to the register teacher. Forgery of any kind will be considered a very serious offence.
- i) Unlawful absence from school (truancy or bunking) will be regarded in a most serious light and if repeated will lead to parents being asked to remove their child from the school.
- j) Learners must wear full school uniform at all school functions. During sporting activities, the correct sports uniform must be worn.
- k) Absence from an exam will result in 0% unless a doctor's certificate is provided.
- l) If work (portfolios, assignments etc.) is not handed in by the due date, marks for major tests written in that subject in that particular term will be withheld unless a valid medical certificate is provided.

## **2. Standards of courtesy**

- a) Learners are to remember that they are, at all times, representatives of Wendywood High School. The image of the school depends on the current year's learner body. Learners are to adhere to the school's standards of dress, deportment, courtesy and dignity.
- b) Male staff members are to be referred to by surname (e.g. Mr Jones), or as 'Sir'. Female staff members are to be referred to by surname (e.g. Mrs Smith), or as 'Ma'am'.
- c) Whenever a learner meets or passes a staff member or any other adult during the day, he/she should greet that person. Adults assisting at school functions should be afforded the utmost courtesy.
- d) If a visitor to the school looks lost or in need of assistance, learners should inquire if they can be of help. All visitors must be courteously greeted.
- e) If a learner is sitting down when a teacher enters the room, he/she is to stand up to greet that person.
- f) Learners are to stand when in conversation with adults.
- g) No learner may address a member of staff with his/her hand or hands in his/her pockets.

## **3. Learners must be punctual at all times**

- h) Offensive language may never be used. Use of such language will result in serious punishment.
- i) The cleaning staff is an integral part of the school and courtesy is to be extended to them at all times.
- j) Learners should carry out, promptly and willingly, all instructions given to them by members of staff and learners in leadership positions.
- k) There will be no talking in the hall during assembly or until learners are dismissed after assembly.
- l) It is the responsibility of learners to check team lists to see whether they have been selected. If unable to play, learners must report personally to the teacher in charge of the activity, well in advance. Failure to turn out for a fixture will be considered a serious

offence. Should a learner be absent from school on a match day, parents are requested to phone the school to inform the coach.

#### **4. General**

- a) Chewing gum may not be brought onto the school premises.
- b) During classes, no learner may be out of class unless he/she has a note sanctioning this.
- c) No learner may leave the school grounds during school hours without the permission of the Principal.
- d) Learners in school uniform (or part thereof) are not permitted to thumb lifts or hitch-hike.
- e) No bicycle, motorcycle or any other possession belonging to another learner or member of staff may be borrowed without the owner's permission.
- f) Learners may not touch or tamper with staff cars or with bicycles or motorbikes or any other possession belonging to other learners.
- g) The unauthorised possession of goods (theft) is not permitted and learners found guilty of theft will be severely dealt with.
- h) Dangerous games (skateboarding) on the school premises are forbidden.

#### **5. School Bounds**

- a) The staffroom and its surrounds are out of bounds at all times.
- b) The printing room is out of bounds at all times.
- c) The car park is out of bounds during school hours.
- d) The Administration block is out of bounds to learners except if a learner needs to go to the office. In such cases the learner reports to the receptionist to request entry.
- e) Only in an emergency may learners use the office phone during or after school hours.
- f) The bottom playing fields and the top playing field beyond the basketball courts are out of bounds unless used for playing sport.
- g) Classrooms, the stairwells, all corridors excluding those on the ground floor are out of bounds before school, at break and after school (unless teaching is in progress)
- h) Learners may not meet visitors across the fence during breaks; all visitors are to report to the office.
- i) Learners may not leave a classroom during periods without a note from the teacher concerned.
- j) Learners must not linger in the bicycle shed after parking their own bicycles.

#### **6. School Security**

- a) Learners must be fully aware of the school's emergency plan.
- b) School bags and tog bags must be clearly marked with the owner's name. Bags may not be left lying around.
- c) A security room (inside the front gate) has been provided for pupils to leave their tog bags during the day, or their school bags while they are playing sport
- d) Learners may not be at school after school hours unless in the company of a teacher, participating in extra mural activities, or at an official school function.
- e) The school must inform parents of the time at which a school function is expected to end. Any learner who is still not fetched from school 20 minutes after the time given for the

function to end will be taken to the Gallo Manor Police Station. Parents are then to collect their children from the police station.

- f) Cell Phones, MP3 players and such items may not be carried by pupils during school hours. Any piece of electronic equipment seen or heard in the possession of a learner during the school day will be confiscated and will be returned to the parent or guardian only, on payment of a fine. Cell phones brought to school must be lodged in the office during the school day. Only under exceptional circumstances, as under supervision of a educators, can learners be allowed to use their cell phones and tablet strictly for educational purposes. Under such circumstances the school will communicate with parents in advance for the special arrangements.

## **SECTION H: PUNISHABLE OFFENCES**

These are categorised as minor / serious / very serious. The possible forms of punishment and their handling are laid out in table form attached and are available for perusal.

## **SECTION I: MERIT / DEMERIT SYSTEM**

The aim of the merit/demerit system is to encourage and maintain self-discipline and participation in school activities (merits) and to discourage the lack of self-discipline and bad behaviour within our school (demerits).

### **1. Documentation**

Staff members will complete an incident report when a learner has allegedly contravened the school's Code of Conduct. Where applicable, a fair hearing will be held to determine innocence or guilt. (See below). Should the learner be found "guilty", then the information is entered into the learner disciplinary records. In the event that the learner has been found to be "not guilty", then the incident report will be destroyed. The incident reports will be filed and can be viewed by any learner or parent/guardian on request and it will be used as reference material in future disciplinary cases.

### **2. Procedure to be followed by the teaching staff**

The procedure for the administration of school discipline is outlined in the next sub-sections of this section.

#### **2.1. Classroom Offences**

Books left at home, homework not done or disruptive behaviour will result in an afternoon community service detention of one hour. A notice period of 24 hours will be given for every academic detention.

#### **2.2. Procedure Regarding Accumulation of Demerits**

Number demerits accumulated	Disciplinary steps to be taken
40 Demerits	A copy of the learner's "Individual Conduct Report" is sent to parents.

60 Demerits	Parents are contacted by telephone and sent an Individual Conduct Report printout
80 Demerits	Parents and learner may be called to a Governing Body Disciplinary Hearing.

Any child who accumulates a minimum of 50 demerits will be precluded from participating in extra-curricular school activities. These activities include:

- Playing sport or taking part in cultural or service activities
- Attending school functions
- Attending the annual matric dance
- Going on school camps or other outings
- Representing the school in any way

Once demerits have been accumulated the pupil is given the opportunity to eliminate these by attending “community service” sessions on Wednesday or Friday afternoons. An hour and a half of labour will cancel 15 demerits. As soon as the number of demerits has been reduced to fewer than fifty the child is welcome to participate in all activities again.

Grade 12 attendance at the dance will be dependent on the demerit total established three months prior to the dance. This total is to be less than 50 demerits. Any demerits accruing within the three month period before the dance will preclude the child from attending.

### **3. Governing Body Disciplinary Committee**

The responsibilities and duties of the SGB’s Disciplinary Committee are elaborated below.

#### **3.1. General**

The functioning of this Committee will be in accordance with the School Education Act of 1995 (Act no. 6 of 1995) read in conjunction with the Extraordinary Provincial Gazette, no. 480 of 17 April 1998 and General Notice 6903/2000 as amended General Notice 2591/2001. This document is available on request.

#### **3.2. Members of the Governing Body Disciplinary Committee**

The Governing Body must appoint three (3) persons to this Committee.

#### **3.3. Procedure of hearing before Disciplinary Committee**

A learner who is to appear before the Committee will be given five (5) school days’ written notice of the hearing; shorter notice may be given provided that this will not prejudice the learner.

- a) The notice must state:
  - the details of the alleged misconduct;
  - The date, place and time of the hearing.
- b) The learner may request that the hearing is held earlier than the date specified, by giving a written request to the Principal within two days of receiving the notice.

- c) The learner must be accompanied by at least one parent or guardian.
- d) The Disciplinary Committee must decide whether, on a balance of probabilities, the learner has been proved guilty of the charge;
- e) Should the Disciplinary Committee decide that the learner should be expelled from the school, it must make such a recommendation to the Gauteng Department of Education.

#### **4. General**

The list of merits and demerits will be revised when required. This will be done by the Merit / Demerit Committee which must consist of:

- Three parents elected at the AGM of the Parents' Association (Governing Body).
- Three teachers who have been elected to serve on the Governing Body.
- Three learners who have been elected to serve on the Governing Body.
- One Parent Member of the Governing Body to act as Chair but who does not have a vote.
- To be convened by the Principal or Deputy Principal.

The list of merits and demerits may only be changed by a two-thirds majority vote.

The merits or demerits of any learner are not cancelled at the end of any term or at the end of the year. These totals are carried forward from term to term and from year to year. These totals will be reflected on the learner's reports and testimonials on a regular basis.

Learners will not be allowed to offset their demerits by using their merits. Demerits will be linked to specific tasks that came about as a result of the transgression that led to learner earning the demerit in the first place.

#### **5. The Community Builder Merit System**

The need to encourage learners to build their sense of community involvement and character is greater and fits well with the school's mantra of "greatness of spirit". The code of conduct makes provision for the recognition of acts of voluntary services to the greater community by an individual and or a group of learners. The school's merit system will be amended to allow for a build-up of merits from this type of volunteerism which will result in learners accumulating enough merits that will translate into a community service badge to be worn on the school blazer. This award will be awarded by the SGB to worthy students who meet their requirements once a year at a ceremony to be organised by the SGB itself.

Learners will be allowed to identify a community service project they have an interest in partaking in. They will then approach the school which will in turn approach a relevant authority or third party and obtain permission for the learner/learners to get involved with the project. The modalities of the project such as milestones, duration and supervision will be agreed between the school and the third party. The school will convey the final arrangements to the learners.

In order for the learner/learners to be eligible for the School Community Builder Award, the participating institution must submit an outcome report directly to the school. This programme

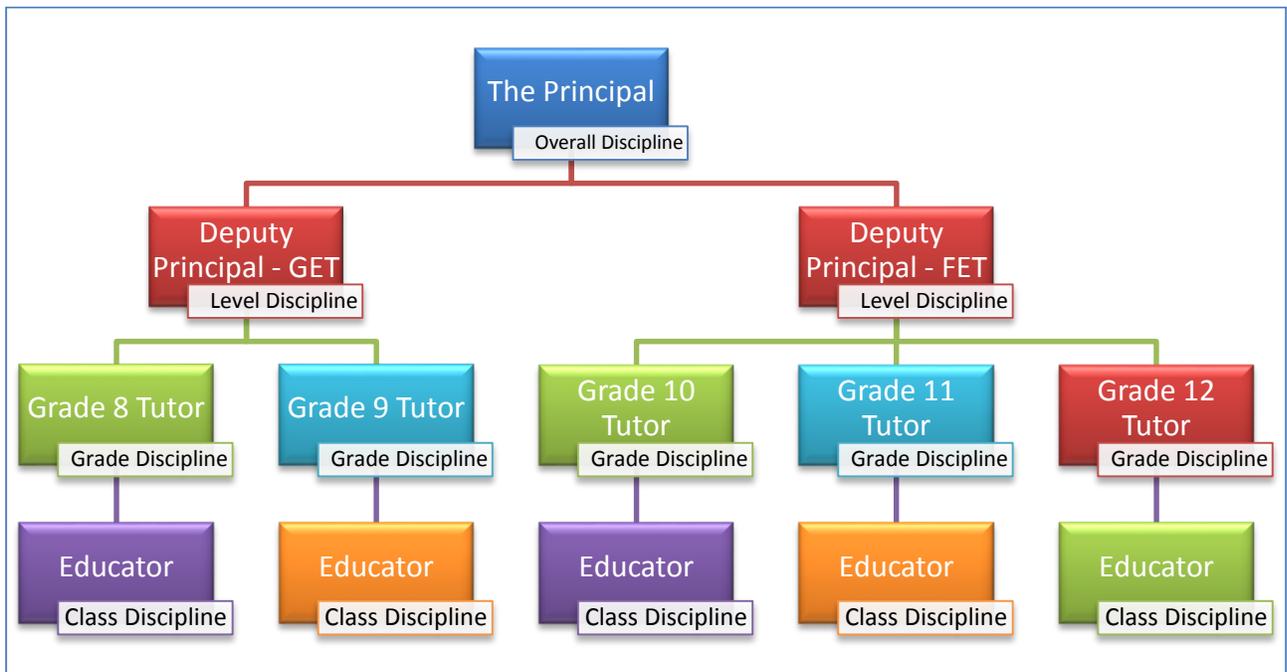
will not interfere with the learner’s academic and or school sanctioned extramural activities. The SGB badge will last for twelve months and will be returned to the school afterwards.

## SECTION J: THE ADMINISTRATION OF DISCIPLINE

The centrality of the discipline in the school system has necessitated a deep and well-coordinated approach to the management of learner discipline in the school. At Wendywood High School we believe that discipline is integral to achieving academic goals of individual learners. As such, the code of conduct places educators at the centre of all endeavours for the administration and maintenance of discipline of learners across the board. All the educators at Wendywood High School have been charged with the duty and responsibility of discipline at the level that corresponds with their level of responsibility in the school’s hierarchy.

The roles and responsibilities are articulated in diagram 1 below.

Figure 1 - Hierarchy Of Discipline Duties



The application of figure 1 above translate into a concrete framework for the discipline and promotes accountability amongst all the teaching staff such that the higher authority assumes a greater accountability to the lower levels without absolving educators at these levels from their responsibilities.

The SGB and SMT will be responsible for ensuring that all concerned educators and staff members are fully supported through training and another means necessary to deliver on their responsibilities. The procedures for the administration of learner discipline document elaborates further the details of the roles and responsibilities of all the educators and the SMT.

In addition to this formal structure to the administration of discipline, the code makes provision for educators to form a Discipline Advisory Committee (DAC). The objectives of this committee is to allow educators to engage in peer discussions and provide support to each other in the pursuit of the ideals of maintaining good discipline all around the school. The committee must be such that it has representation of educators from each of the five grades in the school and educators must come from the different levels of seniority.

Educators are encouraged to create this structure and develop their rules of engagements based on the broad objectives outlined in this code. In doing so they must accept that this is an informal structure that doesn't replace any formal structure and shall have no powers beyond the intended objectives.

## **SECTION K: SUPPORT SYSTEMS**

Integral to the Code of Conduct and the system of merits/demerits is the extensive support system in operation at Wendywood. Internally there are structures designed to support and counsel learners (and educators if they request it).

### **1. The School Social Worker**

A qualified social worker has been employed by the governing body to support and counsel pupils in need. Educators or parents may request that a child see the social worker or pupils may voluntarily approach her for assistance. She deals with a variety of problems, academic and emotional, covering issues such as anger management, bereavement, dealing with conflict and all forms of abuse. The main priority of such intervention is rehabilitation. Workshops for parents are held regularly.

### **2. The Care Team**

This is a team of educators, most of whom are involved in the Life Orientation programme. Any pupil may voluntarily approach a member of the Care Team but in most cases they deal with pupils who have been identified as being at risk. They work in close conjunction with the social worker and with outside organisations called upon to intervene.

### **3. Peer Counsellors**

This is a group of learners, mostly from senior classes, who undergo intensive training to learn how to counsel fellow pupils. They give generously of their time and acquired expertise to help pupils. Peer Counsellors form an integral part of the support structure.

### **4. External Services**

Apart from the structures within the school, external organisations are frequently used to enhance the service given to learners. These organisations include Drug Wise, Rape Wise, Nicro, etc. and are called upon from time to time to address pupils and/or parents. These support structures play an important role in the school's attempts to remediate and rehabilitate pupils wherever possible.

## SECTION L: CONCLUSION

It is the aim of the management and staff of Wendywood High School to award merits rather than demerits. Participation in the co-curricular programme of the school, respectful behaviour and a culture of learning and academic improvement could lead to any learner gaining 200 merits or more per year. We encourage the positive participation of all our learners in all aspects of school life.

## SECTION M: OFFICIAL SIGN-OFF

The code of conduct is hereby signed off as an official school policy governing and regulating the management and maintenance of discipline in Wendywood High School. The code and its contents are binding to all the learners, educators and parents of the school. It is hereby confirmed that the code of conduct was presented to and was ratified by a legally constituted Annual General Meeting (AGM) of Wendywood High School as follows:

Date of the AGM	
Venue for the AGM	
% of Parents Represented	

The code was duly signed off as illustrated below.

On the 13 <sup>th</sup> November 2014 at Wendywood High School	
The Principal of the School	For the SGB
Mr S Prince	Mr E Goldstone – The Chairperson
For the Parents	For the RCL
Name	Name – The Chairperson
The Schools' IDSO	District Director
Name	Name
Date	Date
d   d   m   m   y   y   y   y	d   d   m   m   y   y   y   y

