

# UMTATA CHRISTIAN SCHOOL

## Learner Orientation Handbook



# 2024

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## OUR VISION

To be a leading institution of excellence that provides appropriate education for the 21<sup>st</sup> century, balanced by upholding Biblical values.

## OUR MISSION

To prepare people of integrity by equipping them with appropriate knowledge, skills, attitudes and values that will enable them to be self-reliant citizens.

## STATEMENT OF FAITH

- We believe in the Scriptures of the Old and the New Testaments, in their original writing, as fully inspired of God and accept them as the supreme and final authority for faith and life.
- We believe in one God, eternally existing in three Persons; Father, Son and the Holy Spirit.
- We believe that Jesus Christ was begotten of the Father, conceived by the Holy Spirit, born of the virgin Mary and is true God and true man.
- We believe that God created man in His own image; that man sinned and thereby incurred the penalty of sin, which is death physically and spiritually: that all human beings inherited a sinful nature which issues (in the case of those who reach moral responsibility) in actual transgression involving personal guilt.
- With regards to sexual behaviour, we believe in heterosexual relationships between a natural man and a natural woman within the confines of lawful matrimony. Adherence to this stated principle of sexual behaviour is an inherent requirement of admission at Umtata Christian School.
- We believe that the Lord Jesus died for our sins a substitutionary sacrifice according to the Scriptures and that all who believe in Him are justified on the grounds of His shed blood.
- We believe in the bodily resurrection of the Lord Jesus Christ. His ascension into heaven and His present life as our High Priest and Advocate.
- We believe in the personal return of the Lord Jesus Christ.
- We believe that all who repent of their sin and receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children God.
- We believe in the baptism in the Holy Spirit, empowering and equipping believers for service, with the accompanying supernatural gifts of the Holy Spirit: and in the fellowship with the Holy Spirit. We believe in the divinely ordained ministries of Apostle, Prophet, Evangelist, Pastor and Teacher.
- We believe that divine healing was provided for in the Old and New Testaments and is an integral part of the Gospel.

- We believe that the Bible teaches that without holiness no man can see the Lord. We believe in the doctrine of sanctification as a definite, yet progressive work of grace, commencing at the time of the new birth and continuing until the consummation of salvation.
- Umtata Christian School is open to any further truth which the Holy Spirit may illuminate from the Scriptures.
- We believe in the resurrection of both the just and the unjust, the eternal blessedness of the redeemed, and the eternal banishment of those who have rejected the offer of salvation.
- We believe in the one true Church; the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit: that the local church on earth should take its character from this concept of the Church. Therefore, the new birth and personal confession of Christ are essentials of church membership.
- We believe that the Lord Jesus Christ appointed two ordinances - Baptism in water and the Lord's Supper - to be observed as acts of obedience and as perpetual witnesses to the cardinal facts of the Christian faith, that Baptism is the immersion of the believer in water as a confession of identification with Christ in burial and resurrection and that the Lord's Supper is the partaking of the emblems symbolic of the Saviour's broken body and shed blood, in remembrance of His sacrificial death, until He comes.
- With regards to submission to authority, we believe in the principle of being in authority because you are under authority. As such. It is understood that the Umtata Christian School admission shall be subject to submission to authority in matters pertaining to teaching and learning, doctrine and personal behaviour.

**UMTATA CHRISTIAN SCHOOL** is a Christian school where the atmosphere and ethos are meant to reflect Christian values. The school offers a high quality of formal education along with education that equips one to live a meaningful life, relevant to current socio- economic trends. The institution is however not designed to be a correctional institution for problems arising beyond those usually encountered in average school children. While we love delinquent and emotionally unstable children, the school is not equipped to meet all their needs.

The primary goal of our code of conduct is to create an effective learning environment at school especially in the learning centres. The management, together with the teaching staff, undertakes to ensure that the code of conduct is fair, practical and implemented in a consistent manner.

The intention of the Code of Conduct is to highlight behaviour problems and to deter unacceptable behaviour. Without such discipline, constructive and meaningful education cannot take place.

The parameters within which the code of conduct applies are:

- On school property
- On school outings, tours and excursions on or off the school property
- When representing the school
- During or beyond school hours, in or not in school uniform

Learners are expected to abide by the standard of the conduct described here, throughout their enrolment whether at home, at school or elsewhere.

## CODE OF CONDUCT

### PRAYER

As a Christian school, prayer and devotions form part of our daily proceedings. At 7:30am every day, prayer time is observed in the designated assembly area until 08:00am. All Biblical procedures and practices are observed without compromise. Biblical doctrine lessons form part of the formal educational timetable. It is compulsory for all learners to be in possession of an **NIV Bible**.

### MORALITY

No Umtata Christian School learner is allowed to date (have a love/romantic affair). Learners who will violate this rule will face disciplinary action. Learners who commit fornication (kissing, fondling, sex before marriage, etc) will face disciplinary action and possible expulsion.

- With regards to sexual behavior, we believe in heterosexual relationships between a natural man and a natural woman within the confines of lawful matrimony.
- Learners are expected to display good manners, be friendly, be courteous and polite at all times.

All learners are expected to:

- Observe all school rules at all times.
- Uphold and enhance the good reputation and ethics of the school.
- Act as positive role models for younger learners.
- Be willing to contribute to the development of the school and community.
- No learner may use foul language – verbal or written.
- Learners are forbidden to name-call and bully other learners.
- Learners shall respect the privacy of others.

## DRESS CODE AND GROOMING

- All learners are expected to be clean and neat at all times and to exhibit basic cleanliness and grooming that will not be a health/safety threat to them, other learners and the staff.
- On events where learners are permitted to wear casual wear (Civvies), it is compulsory that all learners dress modestly.
- Learners may not wear clothing with images, emblems or writings that is lewd, offensive, vulgar or obscene or that advertises or depicts tobacco products, alcoholic beverages, drugs, sex, etc.
- Should a child come to school dressed in a manner that violates the set dress code standards, he/she will be sent home to change the clothes.
- The principal reserves the right to make decisions about dress and grooming violations.

## **SUMMER ACADEMIC UNIFORM (First & Fourth Term)**

### **Girls**

- Official school maroon pleated skirt (Knee length, **NOT ABOVE THE KNEE**)
- White school shirt (long/short sleeve, with school badge)
- School tie (compulsory)
- White ankle socks (**Strictly no stockings**)
- Maroon school blazer (only for Grades 2-12)
- Scotch dress with maroon windbreaker (Grade 3R - R)

### **Boys**

- Grade R -3 grey shorts/long pants
- Grade 4-12 grey long pants (strictly no shorts)
- School tie (compulsory from Grade 2-12)
- Maroon school blazer (Grade 2-12 only)
- White school Shirt (Long /Short sleeve, with school badge)
- Maroon Shorts with Scotch Shirt (Grade RRR -R)

## **WINTER ACADEMIC SCHOOL UNIFORM (Second & Third Term)**

### **Girls**

- Official school maroon pleated skirt (Knee Length **NOT ABOVE THE KNEE**)
- White school shirt (long/short sleeve, with school badge)
- School tie (compulsory)
- Black school jersey
- Black stockings (AMAGUSHA -STRICTLY NO WHITE SOCKS)
- Maroon school blazer (Only for Grades 2-12)
- School track suit with the school badge on it.
- School beanie and school scarf
- Maroon leggings with maroon windbreaker (Grade RRR -R)

### **Boys**

- Grade R -3 grey long pants
- Grade 4-12 grey long pants (strictly no shorts)
- School tie is compulsory (Grade 2–12)
- Black school jersey
- Maroon school blazer (Grade 2-12 only)
- White school Shirt (Long /Short sleeve with school badge)
- School track suit with the school badge on it (Grade RRR -12)
- School beanie and school scarf

**The school track suit may be worn to school in winter only with the:**

- School shirt
- School tie
- Grey socks for boys
- Black stockings for girls
- Black school shoes

#### SPORT and CULTURAL ACTIVITIES

Girls:

- Black shorts
- Red school T-shirt
- White ankle socks
- White or Black training shoes

Boys:

- Black Shorts
- Red school T-shirt
- Relevant sports socks
- Relevant sport shoes

Training shoes for both boys and girls must be PROPER sport lace up takkies (no sneakers) and they must be black or white. NO OTHER COLOURS MAY BE WORN.

On matches, learners are to wear their sport clothes with the **school's red t-shirt**.

#### HAIR

##### **Boys**

- Hair to be neat, and kept shaven into a brush cut or a fade cut
- No colouring or tinting of hair is allowed
- No facial hair is allowed. (All facial hair must be shaved off)

##### **Girls**

- Hair to be kept neat and clean
- Hair that touches the collar of the blazer must be tied back in a neat pony tail
- No more than TWO pony tails in the hair.
- No colouring or tinting of hair is allowed
- NO DRAWSTRING hair pieces may be worn
- NO BUSHY or SPIKY or CURLY hairstyles
- All hair accessories must be plain, in black or maroon (with no decorations). **No thick Hair bands**
- Braids must be the same colour of the natural hair. Only colour 4, 2 and 1 may be used for braids.
- Braids must be shoulder length (shouldn't go to the waist line)
- No wrist bands and rings of any kind are allowed
- No manicure allowed. Nails must be trimmed and short at all times.
- Only silver or gold studs may be worn (no diamante (bling) studs)
- Dreadlocks must be plaited but without fancy hairstyles

### LATE ARRIVAL

School starts at 7:25am every day. Learners who are late will pay a **compulsory** fee of R10. After three demerits, a learner will then be detained for three afternoons of the week. Should a learner get a seventh demerit, he/she will have to sit in for a disciplinary hearing, together with the parent. Further occurrences of offences may result in suspension and ultimately expulsion. Late coming is not tolerated.

### ABSENTEEISM

Permission to be absent from school should be arranged beforehand with the school, in writing or phone call. When a pupil has been away from school, on return, a doctor's certificate or note from the parent explaining the reason for being absent must be handed to the class educator immediately.

Pupils who miss examinations/ tests or official school functions (e.g. Award's night, etc) must provide a doctor's certificate.

### DISCIPLINE

- In order to be an effective learning community, it is necessary that all learners be honest, courteous, considerate and responsible in order to protect the rights and welfare of all individuals at Umtata Christian School. To ensure this, the school has adopted a learner code of conduct that prohibits certain kind of behaviors and defines certain standards of acceptable behavior- both on and off the campus and the consequences for the violation of these standards.
- Learners and parents need to familiarize themselves with this set of standards as campus and class rules.
- Disciplinary action is designed to ensure that a high standard of teaching and learning is maintained at the school.
- The educator's role in school discipline is of prime importance; their consistence, fair and meticulous implementation of the code of conduct will create a positive learning environment in the school.

### CONDUCT BEFORE OR AFTER SCHOOL HOURS

An educator has full authority over the conduct at, before, or after school activities on or off the school premises. Learners are subject to the same code of conduct that applies during the instructional day and will be subject to consequences established in the code of conduct.

### USE OF SCHOOL FACILITIES BEFORE OR AFTER SCHOOL HOURS

Certain areas will NOT be accessible to learners before or after school for specific purposes. Learners are to remain in the area of activity unless the educator gives permission to go to another area. The computer laboratory, science laboratory and library are out of bounds unless an educator is present.

### VANDALISM

No form of vandalism will be tolerated. Littering, defacing, graffiti and damaging property, amongst many, will be treated as a criminal offence.

## MEDICINE

The school will not issue a learner prescription medication, non – prescription medication, herbal substances anabolic steroids, dietary supplements. The following are exceptions:

- Prescription medication in original properly labeled container provided by the doctor along with a signed written request from the parent.
- Learners with medical conditions may be permitted to possess and use prescribed medication at school or school related activities ONLY if parents have written a signed letter notifying the school of such a case.

## CELLULAR PHONES AND OTHER GADGETS

- Cell phones, music and gaming gadgets, cameras etc. may not be brought to school unless a prior arrangement has been made with school authorities.
- Should a learner be found in possession of these, the item will be confiscated (together with the sim card) and **only returned at the end of the year.**
- Should a learner carry a cellphone to school for crucial purposes, the cellphone must be given to the school clerk or class teacher before the first period starts.
- Parents should call the school office should they need to contact a learner during school hours.

## SEARCHES

In the interest of promoting learner safety and attempting to ensure that the school is safe, random searches by educators or prefects may be conducted when need arises. Learners are obliged to cooperate with the educators or prefects. Refusal to be searched will be considered as an offence. Female learners will be searched by female educators. Likewise, male learners shall be searched by male educators.

## ACADEMIC PROGRAMME

Parents can expect their children to be educated according to the CAPS curriculum.

## DRUG TESTING

The South African Schools Act states that the principal or his/her delegate may randomly search or administer a drug test on any learner, if there is a reasonable suspicion that a particular learner is in possession of, or under the influence of, an illegal drug.

## HOMEWORKS

Subject teachers shall use parents' WhatsApp groups to inform parents and guardians of homework, assignments and/or projects given to learners. At the Foundation Phase, the school issues learners with homework diaries. These diaries must be signed daily by a parent/guardian after they have checked that the homework has been done. Educators will check that these diaries are signed every day and administer discipline to those who have unsigned diaries.

## WORKING TOGETHER

Both experience and research tell us that a child's education succeeds best when there is a strong partnership between the learner, the teacher and the parents that thrives on communication.



## EXTRA MURAL ACTIVITIES

At Umtata Christian School, it is compulsory to participate in at least one sport or cultural activity. If a pupil is off sport for any reason, a medical note from the parent must be given to the coach. He/ she must still attend practice and assist with setting up etc. Various choices will be presented to the pupils. Together with parents a decision must be made.

### Sports days

Grade RRRR- 3	
Grade RRRR- R	Wednesday
Grade 1	Monday
Grade 2	Tuesday
Grade 3	Wednesday

All learners are expected to come in their Sports clothes on relevant days.

### Grades 4-12

Monday – Thursday (15H00-17H00) *Subject to specific day/s and time/s allocated for each code.*

- Soccer
- Squash
- Tennis
- Swimming
- Cricket
- Netball
- Athletics
- Chess
- Volleyball
- Majorettes

### Cultural Activities

- Dance
- Choir
- Visual Arts
- Drama

All learners will be allocated a “House” to be in for internal, cultural and sport activities. Learners will remain in the same house for the duration of a year.

- House Colours:
  - Blue
  - Red
  - Green

## SOCIAL EVENTS

All school rules apply to all social events organized by the school. Social events are a privilege that can be taken away from any learner should the need arise. Right of Admission to these events is reserved.

## TUCK SHOP

Both schools have tuck shops that operate ONLY during the following times (and after school):

First Break 10:00am-10:30am

Second break 12:30pm-13:00pm

**NB:** There is one break only on Fridays (10:00am-10:30am)

- No learner may queue at the tuck shop before break
- Learners must be courteous to the server at all times, remembering to use the words PLEASE and THANK YOU.
- Foundation Phase Junk Day is only on FRIDAY, during the week the learners are expected to carry healthy and nutritious meals in their lunchboxes.

## PLEDGES

### TO OUR COUNTRY

I pledge allegiance to the flag of South Africa and to the Republic for which it stands. I will serve my country and obey its laws in accordance with the Word of God.

### TO THE CHRISTIAN FLAG

I pledge allegiance to the Christian flag and to the Saviour for whose kingdom it stands; one Saviour, crucified, risen and coming again with life and liberty for all who believe.

### TO THE BIBLE

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet and a light to my path. I will hide its words in my heart that I might not sin against God.

## SCHOOL SONG

We lift our eyes and have a vision  
In our hearts, a firm decision;  
to work and do and give our best  
and conquer boldly every test

The sun is smiling down upon us,  
lacking nothing, embracing trust  
our confidence rising, growing  
our call fulfilling readily

In our hearts, we're strong and courageous  
and in this place, we'll guard our learning;  
to play our part within our nation

And in this place of endless sharing,  
love and care and wisdom learning  
help to form and mould within us  
boundless opportunity

In our hearts, we're strong and courageous  
and in this place, we'll guard our learning;  
to play our part within our nation

## SCHOOL HYMN

Father, we acknowledge in this school (x2)  
You are Jehovah, our banner  
You are Jehovah, our provider  
You are Jehovah, our healer  
Thank you for your Holy Spirit

*Holy Spirit you are welcome in this school  
Guide and lead us all, direct our steps daily  
Show us the Father's will (x2)  
And empower us to fulfil it completely (x2)*

Jesus you are the master of this school (x2)  
The Lord over every student  
The Lord over every parent  
The Lord over staff members  
Heal, restore and refresh everyone

*Holy Spirit you are welcome in this school  
Guide and lead us all, direct our steps daily  
Show us the Father's will (x2)  
And empower us to fulfil it completely (x2)*

In this school we're committed to serve you, Lord  
We will tell everyone of Your love  
We will tell everyone of Your light  
We will let Your light shine forth  
We will always lift Your name up on high  
Holy Trinity this is Your ark of salvation

*Holy Spirit you are welcome in this school  
Guide and lead us all, direct our steps daily  
Show us the Father's will (x2)  
And empower us to fulfil it completely (x2)*