Parent Involvement:

* Parents should be committed. Check homework, projects and revision programs. Homework projects to reflect pupils own work.
* All children must join the local library and /or discussing of books must be encouraged and enforced. Reading must be part of their daily routine.
* Your child's work must be **DISCUSSED, DISPLAYED and PRAISED**. Show a genuine interest in their work, even if it is not up to your expectations!
* Encourage them to try even harder.

Note of absence:

* Should a pupil be absent, a note explaining reason for absenteeism should be written by their parents and brought in on the day of the pupil’s return.

Code of conduct:

* The aim of the code of conduct is to provide the pupils with a blueprint in order to grow up to become responsible and considerate citizens.
* The pupils of Douglas Road are expected to behave in a manner which enhances the name of the school.

Discipline:

* No school can function without rules.
* Rules need to be obeyed.
* We do have discipline structures in place *(refer to our* ***code of conduct****)*.
* Detention will only be successful with parents’ co-operation.
* We hope we will have your support in this regard.

Fees:

* Registration fees of **R1 100** is payable upon acceptance. It will be credited to your child’s school fee account.
* School fees are compulsory. It has been set at **R3 600 for 2022**
* Receipts will only be issued for school fees paid in cash at school.
* A card machine facility is available at an additional fee of 3.5%
* You are legally liable/obligated to pay school fees.
* 10% discount will be given if fees are settled by Friday 5 March 2021.
* Exemption applications for 2022 will be available from February 2022 for completion.
* Banking details for Douglas Road Primary School are as follows:

**BANK:** STANDARD BANK – CONSTANTIA

**BRANCH CODE:** 025 309

**ACCOUNT NUMBER:** 071 705007

**REFERENCE:** CHILDS FULL NAME, SURNAME & CURRENT GRADE

Fundraising:

* All fundraising events to be announced and confirmed during the year.
* Douglas Road Primary is part of the **“backabuddy”** initiative so please logon and donate.
* **WE NEED FUNDS TO FUNCTION SO PLEASE SUPPORT ALL FUNDRAISERS.**

School books:

* Books handed to your child by the school remains the property of the school.
* All books to be neatly covered with plastic and cello tape.
* The cost of damage or loss (**R150** **per book**) will be borne by the parents.
* Parents to sign Textbook Policy.
* All learners **MUST** have the necessary equipment for daily use in class.
* Stationery items should be monitored and replaced when necessary.

Appointments:

* Should a parent wish to see either the principal or an educator, it is necessary to make an appointment. All parents must report to the secretary upon entering the school, before going to a class.
* Please do not hesitate to contact the school should you wish to discuss matters pertaining to your child.
* A healthy relationship between home and school is of prime importance.