

## NGOMANE HIGH SCHOOL

*This is a very important document which contains information that parents, pupils and the teaching staff should know.*

*It must be read with understanding by all the concerned parties.*

### **1. SCHOOL HOURS:**

**Monday to Friday - 0720hrs – 1620hrs**

### **2. REPEATING**

A pupil, who fails at the end of a year, will be allowed to apply for a place to repeat. The second week of January 2020 will be set aside for applications for a place to repeat. Parents and the applicants must present themselves personally. No letter or telephone applications will be permitted.

## **GENERAL SCHOOL RULES**

3. All **classes are compulsory**. No student may leave a classroom or the school premises without the permission of a teacher or the Head Teacher.

All **pupils' absences** from school must be sought or reported by parents/guardians. Also, if a pupil has to leave the Ngomane village, for any reason, the parent's/Head Teacher's permission must be sought. Parents are expected to personally seek permission from the Head Teacher for their children. Telephone calls on this matter are not encouraged.

**\*A sick child should be taken to the clinic by the parent before being made to come to school. The child should then submit a sick note from the clinic or hospital for their absence to be recorded as sickness.**

5.Any form of **vandalism** is a serious offence. Vandalism includes willful damage to school property (e.g. desks, chairs, chalkboards, bulletin boards, windows etc). Writing on walls, desks, bulletin boards etc will also not be tolerated. All school facilities will be inspected regularly by class teachers and the administration. Pupils will be made to pay for any property they have damaged, if found guilty of the offence.

7.Students should always **respect** school staff, any adult, colleagues and visitors to the school, irrespective of place and their age.

8. Consumption or possession of **intoxicants** of any kind, including liquor, marijuana or smoking, and gambling during or after school hours is a serious offence.

Engaging in these activities either within the school premises or not may lead to suspension or expulsion. Pupils who will be suspected to be under the influence of any of the aforementioned intoxicants shall be subjected to either breathalyzer tests or medical examination.

Those who will test positive to either of these tests shall be **immediately expelled** from school. Similarly any pupil who will refuse to undergo such tests shall be deemed to have **admitted to guilt** and shall, consequently, be **expelled immediately**.

Also visiting any place at any time where intoxicants are sold is not allowed

**9.** Pupils are required to **attend all school assemblies and functions** as designated by the Head Teacher/staff members

**10.** Foul language of any description will not be tolerated.

**13.** Pupils may not leave a class to see visitors. The only exception to this rule will be in the case of a family member or close relative.

**20.** Students must refrain from cases that may result in them being detained by police / any security personnel or being convicted in a **court of law**. Such criminal cases warrant instant dismissal from the school

**21. Miniskirts** are not part of the school uniform. The girls' uniform should adhere to the stipulated type (pleated front) and allowed lengths

**Girls' skirts be 3 cm *above* the knee.**

**Boys pants be 3 cm *below* the ankle length**

For all students, the wearing of the school uniform is compulsory.

22. A love relation, any form of intimacy with same or opposite sex is prohibited.

## 24. APPEARANCE

The proper wearing of the school uniform is compulsory to all students at all times during schools hours, on transit to place of residence or any school function either inside or outside the school premises.

1. Pupils are expected to be neat and tidy in appearance at all times
2. Girls will be allowed to wear certain hairstyles as permitted by the school.
3. Boys are expected to keep their **hair short and neat**. Fashionable shaves are not permitted.
4. No items of clothing other than official school uniform may be worn on school days and functions, (This includes jewellery). Wrist watches must conform to colours of the school uniform

**25. Pregnancy or impregnating** a schoolmate is a very serious offence and is prohibited. Also love relationships are totally discouraged. Contravening this rule shall result in immediate expulsion.

## **26. PREGNANCY TESTS**

All girls will be expected to undergo a pregnancy test at the beginning of each term. All arrangements for the tests will be made by the school and under the supervision of teachers and Parents. On the basis of the **test results** any girl who will test positive shall immediately **cease** to be a student of this school.

## **27. CELL - PHONES**

Pupils are not allowed to come with cell - phones to school or any school organized function, be it within the school premises or outside. Pupils who will violate this rule shall have their cell - phones confiscated immediately and then their parents shall be informed of the offence. The cell-phones may be put up for sale at a price to be determined by the Head Teacher. Thereafter appropriate disciplinary actions shall be taken which might lead to severe punishment, suspension or expulsion.

## **28. JUICE - BOTTLES**

Juice – bottles of any kind are not to be brought to school or any school organized function. Pupils found in possession of juice – bottles shall be subjected to severe punishment which might include manual labour or corporal punishment. Parents of such defiant pupils shall also be informed immediately the offence is committed.

## **29. Fun Fair.**

Students of Ngomane High School are prohibited from attending the Simunye Fun Fair unless arranged prior by the parent/guardian who is known by the school. Students found to have violated this ban will be punished and may further be suspended/expelled.

**30. Incitement** to strike, boycott of any nature are serious offences and may result in suspension/expulsion



### **31. Selling within the school.**

Learners are not allowed to conduct any business activities within the school. Any goods found to be of sale will be confiscated and some penalty issued.

### **32. Withdrawal of privileges.**

The following are listed under privileges and may be withdrawn should a student's conduct be deemed unfitting of this privilege.

- a) Prom night
- b) Trips (sports/bonanza competitions, Cape Town and other)

### **33. House rental**

Learners are not allowed to rent houses on their own and to live in them without any adult/parental/guardian supervision. Learners who will be found to be in contravention of this rule will be expelled forthwith.

### **34. Learner transportation.**

Learners are expected to use transport arranged and recognized by the school **AT ALL TIMES** during school days and when attending school organized functions/trips. Failure to adhere to this rule shall result in severe punitive measures.

### **35. Random searches**

The school reserves the right to conduct random searches as need arises with or without the inclusion of the **Royal Swaziland Police and/or RSSC security personnel.**

## **36. INDEMNITY**

It is agreed for general information, between the parent/guardian and the school, that the parent/guardian indemnifies the school, Ministry of Education, RSSC, teachers, support staff and the school committee from any **willful** damage/harm to the body of the child while under the care of the school.

Pupils breaking any of the rules that are prohibitory will be dealt with accordingly, such as by corporal punishment, manual labour, suspension, or expulsion. Some of the cases that may result in expulsion include the following:

**Refusal to accept punishment, willful damage to school property, Incitement to strike, Consumption of alcohol, Smoking, Absconding classes, Pregnancy, Impregnating a schoolmate, Theft, Being convicted in a court of law, Possession of and /or use of prohibited substances , Gambling of any kind and fighting.**

***NB: All parents and students are expected to sign this DECLARATION OF AGREEMENT for the observance of the school rules at registration.***