### **LAERSKOOL GENL. ALBERTS PRIMARY**

##### *THE SCHOOL FOR EVERYBODY*

###### *We love our children.*

On 11 August 1947 the school opened its doors for the very first time. It goes without saying that this school has a proud history and leads the way in making history.

All children are precious and important to us, therefore we strive towards our mission:

“To educate and nurture our children on a Christian base by supplying the best facilities and opportunities on academical-, cultural- and sport levels, while still maintaining the highest standards, in order to ensure that our learners are well-developed and balanced persons when taking their places in the community.”

We believe in each Albie’s happiness, it is important to us.

Principal and Staff

**Parents**

*It is not what you do for your children, but what you have taught them to do for themselves*

*that will make them successful human beings.*

*- Ann Landers -*

*Don’t handicap your children by making their lives easy.*

*- Robert A. Heinlein -*

*Only when a child’s emotional cup is full, can there be expected of him to be his best and deliver his best.*

 *- Dr Ross Campbell -*

**FACILITIES**

* Well-stocked media centre
* Sufficient well-stocked classrooms
* Excellent sport fields comprising:

2 rugby fields with floodlights

5 netball courts

2 tennis courts

Large pavilion

4 x 100 m athletics track

Club House with toilets and a tuck shop

* Extra-curricular play park for pre-primary learners
* One of the best cricket pitches in Alberton
* Computerised admin- and registration system
* Aftercare centre
* Clothes’ bank
* Educational Psychologist
* Tuck shop
* GDE – Gauteng On Line Computer Centre
* Pre-school
* Security cameras
* Interactive White Board Technology

**ACADEMICAL**

* Parallel medium: multi cultural education par excellence
* Excellent teachers
* Pre-primary school: double medium
* Educational tours
* Remedial teaching done in all classes
* Educational excursions
* KDA
* Entrepreneurs / marketing day / career day Grade 7

**CULTURAL**

Learners are encouraged to take part in cultural events such as:

* Eisteddfod
* Drama
* Leadership camps
* Orators society / Speech festival
* General knowledge quiz
* Olympiads
* Junior and Senior choir

**SPORT**

Practice normally takes place on Mondays, Tuesdays and Wednesdays, for the respective winter and summer sports.

* Rugby (5 teams are entered in the league)
* Netball (11 teams)
* Tennis
* Cricket
* Athletics: Field / Track events
* Cross-country running
* Hockey
* Tau rugby (U7 and U/8)
* Mini netball (U/7 and U/8)

Skills are developed in the U/7 and U/8 age groups in:

* Ball handling
* Game technique
* Discipline
* Match temperament
* Fitness

**CODE OF CONDUCT**

**PENALTY SYSTEM**

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| The aim of the penalty system is to enable the school to fulfil its mission, as set out on page 1.  |

The following system will be in place in 2017 to regulate behaviour and appearance.

The aim of the penalty system is also to cultivate self-discipline amongst learners of the school.

**PROCEDURE**

1. If a learner transgresses, a form is completed by the teacher concerned. After the learner has signed the form, it is sent in to be captured on the computer.

2. Penalty points (Debits) are allocated to certain transgressions – see table.

3. When a learner reaches 50 penalty points/debits, the parents will be notified. When a learner reaches 80 penalty points/debits a disciplinary hearing may be held. Learners are encouraged to attend detention in order to work off the debits/penalty points against his/her name.

4. When a learner fails to do homework, or bring books to school, it will be recorded in the relevant subject’s book and a parent’s signature is required.

5. The above-mentioned places the responsibility on the learners to openly talk to their parents about debits against their names.

6. During detention a learner can work off 10 points for every hour of detention attended.

7. Positive points can be earned. It can be done either by lending help, academic progress and/or 100% school attendance, etc. Positive points may be used to deduct the number of debits and/or penalty points.

8. At the end of the year a learner can obtain a merit scroll if he/she has 450 positive points/credits (excluding detentions).

9. Learners who have 50 debits against their names will not be considered for leadership positions or educational tours or outings.

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| **POSITIVE ACTIONS**  | **POINTS**  |
| Lending help (e.g. picking up papers, cleaning the class)  | 1  |
| Lending help during sport meetings / functions / after hours (respon- sible person’s / organiser’s responsibility).  | 10 per meeting or function  |
| Academic progress: For every 5% improvement on term average (not per subject) (class teacher’s responsibility).  | 30  |
| 100% school attendance at the end of every term (Class teacher’s responsibility)  | 30  |
| Participation or willingness to participate in sport activities (will be determined at the end of the season).  | 5 – 50  |
| Participation or willingness to participate in cultural activities (will be determined at the end of the season).  | 5 – 50  |
| Average of 80% on report card at the end of each Term  | 50  |
| Any activity/event as identified by School Management Team (SMT) |

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| **RULE**  | **OFFENCE**  | **DEBIT**  |
| **1**  | Poor behaviour – According to merit Hiding other’s property Challenging authority  | 5 – 15 30 15 – 30  |
| **2**  | Fighting / Threatening / Intimidating / Tripping Deliberately causing injury Any form of bullying  | 50 and/or disciplinary hearing  |
| **3**  | Being with smokers, or in possession of cigarette/lighter/ e-cigarette/hubbly Smoking in school uniform outside school or at school (Parents will be phoned. Second time: disciplinary hearing  | 30 50 |
| **4**  | Damaging property / accomplice / spray-painting buildings Make marks on school property e.g. desk Wet paper / Pritt sticks thrown against ceilings  | 20 – 50 30 50  |
| **5**  | In possession of alcohol / drugs / firearms or other weapons Prohibited reading material / Criminal offence / Theft Under the influence of alcohol/drugs  | Disciplinary hearing |
| **6**  | Leaving school without permission Absent from school without permission Absent from class without permission – “bunking” | 50 50 50  |
| **7**  | Dishonesty Forging signature Writing a letter on behalf of someone else Gambling | 5 – 50 5 – 50 5 – 50 5 – 50 |
| **8**  | Lending homework to copy Copy homework Does another subject’s work in class  | 5 10 5  |
| **9**  | Disobedient towards a prefect Swearing and offensive remarks amongst learners Disrespectful/racism towards staff members/labourers/peers  | 5 40 40  |
| **10**  | Appearance not correct (untidy) Incorrect school uniform Nails too long / wearing jewellery Hair not according to school rules / unshaven Not wearing school uniform at sport occasions  | 5 5 5 5 20  |
| **11**  | Absent from a sport team Absent from duty point Absent from culture performances  | 20 2020 |
| **12**  | Late for school or class Late after break  | 5 50  |
| **13**  | Littering inside or outside school property  | 20  |
| **14**  | Sitting in the wrong place in class or exam venue  | 5  |
| **15**  | Prohibited areas during break Entering class through window In adults cloakrooms Inside living quarters of labourers  | 10 101050 |

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| **RULE**  | **OFFENCE**  | **DEBIT**  |
| **16**  | Necking / hugging Holding hands in school uniform  | 20 10  |
| **17**  | No absentee letter Not returning a return slip from circulars  | 5 5  |
| **18**  | Disrupting group / meeting / class  | 10 |
| **19**  | Eating / drinking in class Chewing gum on school grounds  | 5 5  |
| **20**  | Graffiti / slogans / symbols on buildings  | 30  |
| **21**  | Spitting  | 30  |
| **22**  | Use of cell phones / cameras/ video cameras during school hours. Manipulating electronic devices with cell phone / tablet / laptop.  | Confiscated for 5 days  |
| **23**  | Riding a bicycle / skateboard on school premises  | 20  |
| **24**  | Disrupting detention class – no credits  | 0  |
| **25**  | Pea shooting or shooting with elastic bands | 30 |

**SCHOOL FEES**

Our school fees are very competitive. School fees for 2017 amount to R9 440.00 per learner per annum and pre-school fees for 2017 are R14 360.00 per learner per annum.

**ADMINISTRATION FEE / FIRST PAYMENT**

R1000.00 per learner payable by *30 November 2016, and no later than 7 December 2016.* This amount will be deducted from the school fees for 2017.

**AFTERCARE CENTRE**

Aftercare hours are from 13:40 to 17:45. The aftercare centre also provides supervision during school holidays (except December). Costs for 2017 amount to R500.00 registration per learner and R640.00 per learner per month x 10 months. You should provide lunch for your child and a tuck shop will be available daily. Day visitors are welcome at an additional cost. For detailed information and application forms you may contact Mrs Russell or Mrs Perumal on (011) 907-2001/2 or e-mail enquiries to mollyperumal@gmail.com.

**GENERAL INFORMATION**

**Grade 1 – 7**

* Be punctual. School starts **promptly at 07:25**. A child feels very insecure and exposed when he/she is late for school. Latecomers must report at the office.
* Please ensure a bedtime of +- 20:00. Your child needs sufficient sleep.
* Grade 1 Parents: Please assist your child by packing his/her school bag. Make sure homework book, flip file, reader, stationery etc. is packed daily.

**Stationery and school bags**

* Ensure that your child has the necessary stationery. He / she cannot do their work properly without glue, crayons, pencils, scissors, etc.
* Stationery stays at school. Please provide your child with the necessary stationery at home (Grade 1).
* All stationery must be marked clearly – even crayons / colour pencils.
* The teachers will provide cover pages for all the books. Do not write names on the plastic covers.
* Please ensure that the stationery comes to school on the first school day.
* Stationery lists available at the office / website ([www.albies.co.za](http://www.albies.co.za)).
* Learners are not allowed to borrow stationery from others.
* Book cases: A sturdy book case with partitions. No sling bags are allowed.
* Pencil bags must be used. **NOT SPACE CASES**.

***Suppliers of stationery:***

* *Rein Supplies - 011 869 1261*
* *PNA - 011 907 6415*
* *Inkpot - 011 908 6721*
* *Green Leaf Project - 011 869 0040*

**Homework**

* Learners will receive homework from Monday – Thursday (Grade 1). Higher grades might receive homework from Monday – Friday.
* Please ensure your child does the homework. It gives them a sense of responsibility.
* Sign the homework daily when it is done.
* Your child feels loved and important if you as a parent check the homework daily.
* Do reading daily. It boosts their confidence if they can read well. Create a love for reading by reading stories and taking your child to the library.
* Cultivate in your child the value of neatness and to take pride in their belongings / books / work and their person.

**Newsletters / School Communicator**

* Please check daily in the “Post Box” of their flip file for newsletters.
* Please ensure that you register on the D6 school communicator to receive information electronically.
	+ (Steps to follow:)
	+ Google → D6 Communicator → Choose school: Laerskool Generaal Alberts

**Tuck shop**

* Cereals, French toast, fresh fruit and yoghurt, breakfast rolls.
* Burgers, corndogs, toasted sandwiches, salads etc.
* Open from 07:00 until 14:30.
* Tuck money is allowed any day of the week for buying food. Please note that a pre-paid lunch card system is now available. It is advised that you apply for this card for your child’s tuck shop purchases.
* Enquiries: Riaan 071 086 0186 or Stephnie 063 687 4384
* Limit sugar intake and ensure healthy eating.
* A wholesome breakfast is advisable: a protein ensures better concentration for 5 hours onwards.

**Lunch Tin**

* Pack a healthy lunch tin daily.

**Birthdays**

* Should you want to send something to eat on your child’s birthday, we kindly request you to send party packs or cupcakes – cutting a cake is time consuming.

**General**

* Discipline starts at home.
* Parents must support teachers and make sure children show the necessary respect.
* Help your child to listen by giving instructions, telling stories and asking questions.
* Grade 1 is a very important year/phase for your child. Support him/her in any way you can.
* Please do not wait/stand in front of your child’s class – it distracts the learners. Make an appointment should you need to see the teacher and report at the office.
* ***NB:*** *LABEL SCHOOL UNIFORMS AND BAGS CLEARLY*
* No cool drink or milk is allowed in the school bags, except for sealed cool drink

or juice.

* To keep in touch with parents, newsletters are circulated with general information and news about our school. We also make use of an sms system. Please ensure you register on the D6 school communicator.
* Always ensure that your child is neatly and properly dressed according to the dress code, in clean, fresh school uniform. Hygiene is very important.
* Ensure that your child’s hair is clean and cut (and tied – girls) according to the school’s prescribed rules.
* Ensure that your child’s nails are clean and cut short.

**CLOTHING**

* **April is the month of transition from summer to winter wear, i.e. by May all learners should be wearing the winter uniform.**
* **September is the month of transition from winter to summer wear, i.e. by October all learners should be wearing the summer uniform.**

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| **SEASON: WINTER (May to end of August)** |
| **BOYS** | **GIRLS** |
| * Long-sleeved grey shirt and tie; or short sleeved grey shirt without a tie and a grey pair of trousers.
* Trousers appear much neater when worn with a belt.
* School jersey (green with yellow stripes) and/or neat bottle green Drimac or school blazer.
* Black **school** shoes and grey socks with school’s colours in the cuff.
* Dark green scarf, when needed.
* No caps. (knitted or plain)
* During winter, tracksuits may only be worn for KDA on days allocated for KDA. Arrive at school in school uniform; change in KDA period.

***NB: Tracksuits may not be worn as school uniform.*** | * Long-sleeved grey shirt with a tie and prescribed grey slacks.
* School jersey (green with yellow stripes) and/or neat bottle green Drimac or school blazer.
* Girls who prefer to wear the green and white checkered dresses, should wear **black or green *tights*** as part of their uniform. No overlocked seams may be visible on school dresses. School dresses should always be worn with a belt.
* Black **school** shoes and **grey** socks.
* Dark green scarf, when needed.
* No caps. (knitted or plain)
* During winter, tracksuits may only be worn for KDA on days allocated for KDA. Arrive at school in school uniform; change in KDA period.

***NB: Tracksuits may not be worn as school uniform.*** |

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| **SEASON: SUMMER (October to end of March)** |
| BOYS | GIRLS |
| * Grey pair of long trousers and short sleeved grey shirt or grey shorts with a grey short sleeved shirt.
* Black **school** shoes and grey socks with the school’s colours on the cuff.
* During summer, boys may attend school barefoot (on condition that they wear shorts)
 | * Green-and-white checkered short-sleeved dress; seam ± 4 fingers above the knee. Neat seams. No overlocked seams may be visible on school dresses. School dresses should always be worn with a belt.
* Short green skipants must be worn under the school dress.
* Black **school** shoes with short white socks (no “secret” socks).
* During summer, junior girls (Grade 1 – 3) may attend school barefoot.
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| **JEWELLERY** |
| BOYS | GIRLS |
| * No rings.
* Medic Alert bracelet only.
* Medic Alert chain only.
* No earrings.
* Functional watch only, no toys.
 | * Signet rings only.
* Medic Alert bracelet only.
* Medic Alert chain only.
* Only one piercing per ear in the earlobe, with either sleepers with maximum diameter of 1 cm; or gold or silver studs ***(without any stones).***
* No nail polish.
* Short, clean nails.
* Functional watch only, no toys.
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| **HAIR** |
| BOYS | GIRLS |
| * Neat, short and evenly cut hairstyle (no extra-ordinary style, *eg*. mohawk cut, German cut etc.)
* No coloured hair or streaks. ***Parents to please assist us in this regard***.
 | * Hair should be tied when it reaches collar length.
* Hair should be kept out of the eyes.
* No strange, uneven, uncommon hairstyles, coloured hair or streaks. ***Parents to please assist us in this regard.***
* Short hair should be cut in such a way that it is easily kept out of the eyes for the duration of the school day.
* Only ***dark green*** ribbons, hair bands, clips or elastics.
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**GENERAL RULES**

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| * NO tattoos are allowed.
* NO facial piercings.
* NO toys.
* NO cellphones.
 | * NO tattoos are allowed.
* NO facial piercings.
* NO toys.
* NO cellphones.
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**KDA SHIRTS AND SHORTS (compulsory)**

KDA shirts and black rugby shorts are available at all the suppliers of our school uniform.

Please note that this outfit is *compulsory*.

**CIVVIE DAYS AND SPORT PRACTICE**

* *ONLY* KDA T-shirt, long jeans and comfortable shoes.
* *NO* make-up or nail polish.
* Hair fastened as for a normal school day.
* All sport practices and KDA: Black rugby shorts and green KDA shirt.

**SUPPLIERS OF SCHOOL CLOTHING**

1. Die Blou Meul 2. Lala Brothers

Van Riebeeck Avenue Van Riebeeck Ave

Alberton North Alberton North

Tel. (011) 907 1107 Tel. (011) 907 8619

3. Select Centre 4. Green Leaf Project

 19 General Alberts Avenue 21 Philip Engelbrecht Drive

 Randhart, Alberton Meyersdal, Alberton

 Tel. (011) 908 3934 Tel. (011) 869 0040

**SCHOOL HOURS**

Starting time: 07:25

Closing time: Gr. 1 – Gr. 7: Monday to Friday at 13:40

* *Please note: From Wednesday 11 January 2017 school will adjourn at 13:40 for all learners, including Grade 1 learners.*

**SCHOOL TERMS FOR 2017**

1st Term 11 January – 31 March 2017

2nd Term 18 April – 30 June 2017

3rd Term 24 July – 29 September 2017

4th Term 9 October – 6 December 2017

**VERY IMPORTANT:**

NO parent will be allowed to enter the school grounds during school hours. Should you require an appointment, please report at Reception to schedule an appointment.

**Skoollied – School Anthem**

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| **In Gauteng se In Gauteng’s most****mooiste randdorp, fairest city,****aan die soom van die on the edge of the****Goudvelde, golden reef,****staan die Generaal lies the Generaal****Alberts Laer, Alberts Prim’ry:****dis die skool, It’s the school,****dis die plek vir my. It’s the place for me.****Dis die skool (x4) It’s the school (x4)****dis ons eie Alma it’s our very own****Mater. Alma Mater.****Daar waar ons Here, where we****vooruit strewe, strive ahead,****in oorwinning, in honour, victory****vreugd en eer. and joy;****In Lig en Waarheid In Light and Truth****Lewe, abide:****dis ons leuse, dis It’s our honour and****ons eer! our pride.** |

**Volkslied – National Anthem**

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| Nkosi sikelel' iAfrikaMaluphakanyisw' uphondo lwayo, Yizwa imithandazo yethu,Nkosi sikelela, thina lusapho lwayo. Morena boloka setjhaba sa heso,O fedise dintwa le matshwenyeho,O se boloke, O se boloke setjhaba sa heso, Setjhaba sa.South Africa, South Africa! Uit die blou van onse hemel,Uit die diepte van ons see,Oor ons ewige gebergtes,Waar die kranse antwoord gee,Sounds the call to come together,And united we shall stand,Let us live and strive for freedom,In South Africa our land. |