



Paul Roos

GYMNASIUM - GIMNASIUM

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Suidwal – Stellenbosch – 7600

Dear Parents/Guardians

Thank you for your enquiry regarding the admission of your son to Paul Roos Gymnasium.

We trust that this prospectus will contain sufficient information to allow you to make the correct decision with regard to your son's future school career. We are grateful to be able to say that the school (and Stellenbosch as a whole) offers excellent teaching, sport and cultural facilities. In addition, the subject choice of the school is extensive and should be able to cover the fields of interest of the vast majority of boys. Excellent qualifications and the ability to apply the teaching techniques of the latest educational research in the class room, are only two of the characteristics of the staff. The opportunities offered to your son to develop into a balanced, self-disciplined and self-reliant person are available at Paul Roos Gymnasium in a very particular way.

In cases where admission is required as from the beginning of 2019, the closing date is **23 March 2018**. Completed applications can be handed in from **12 February 2018**. If your son is accepted, you will be supplied with more detailed information regarding school fees, text books, writing books and school times, etc. after the budget for 2019 has been approved by the parents at the meeting which will take place on 6 November 2018.

In order for us to consider the application for your son's admission to the school, the following documents are required:

1. the completed application form (it is in your son's interest to supply as much detail as possible);
2. the confidential report by his present headmaster – the form must be handed in at his present school and they must then provide us with the completed form;
3. Copy of learner's report(s)
For Grade 8: December Grade 6 report
For Grade 9 – 11: December (last year) and June (this year) report; therefore applications can be handed in from the 3rd term.
4. a copy of his **unabridged** birth certificate;
5. the completed subject choice form (**remember to make a copy for your records – you will require the completed info for the purchasing of text books**);
6. an ID photo.

We look forward to receiving your application. Please be advised, no fax or email applications will be accepted. We do acknowledge receipt of all applications received – if you do not receive an acknowledgement of receipt, we have not received your application.

PRG greetings

A van Staden

RECTOR

PAUL ROOS

GYMNASIUM

PROSPECTUS

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AIMS OF PAUL ROOS GYMNASIUM

1. Paul Roos Gymnasium supports the principles of Christian Education, while respecting the religious convictions of each parent and pupil.
2. The primary function of Paul Roos Gymnasium is the systematic provision of knowledge and skills, and to provide opportunities for each child to develop the ability to think independently.
3. It is our aim to educate the child in his totality, making provision for his intellectual, moral, aesthetic, physical, social and religious development.
4. Our success depends to a large extent upon the quality of the education at home. It is therefore our purpose:
 - 4.1 that the teaching and education of pupils be in accordance with the reasonable wishes and desires of their parents, provided these wishes and desires are not in conflict with accepted norms and educational principles;
 - 4.2 to make provision for participation and co-responsibility of parents in the education of their sons;
 - 4.3 to support parents in educating their sons.
5. Paul Roos Gymnasium is part of the community of Stellenbosch. It is therefore the aim of the school:
 - 5.1 to inform the community of the opportunities offered by the school;
 - 5.2 to co-operate fully in utilising the existing knowledge and skills of the community;
 - 5.3 to encourage learners to serve the community.
6. A well-balanced education is dependent on the quality of teaching. Therefore Paul Roos Gymnasium has as its further aims:
 - 6.1 the continued availability of effective teachers;
 - 6.2 the encouragement of renewal, self-development and self-study in teachers;
 - 6.3 the encouragement of teachers to exploit every opportunity to educate, and in doing so, to assist learners to become balanced and useful citizens of their country.

DIE SKOOLIED

Verhef die roem van onse skool
Ons hou deur ons land hom hoog
En waar ons gaan en waar ons staan
Ons vleg steeds aan sy ereboog
Hef aan, hef aan, in roem en sang
Ons werk en glorie sy belang
Semper, Semper Splendidior!
Semper Splendidior!

SCHOOL SONG

Salute the name of our famous school
Uphold it country wide
And through ev'ry action brave and true
We carve this name with pride
Sing out, sing out aloud and let its fame be known
We're proud to claim it as our own
Semper, Semper Splendidior!
Semper Splendidior!

THE HISTORY OF PAUL ROOS GYMNASIUM

On 29 January 1864 the Rev. J.H. Neethling of the Stellenbosch Dutch Reformed church writes to Dr. Langham Dale, Superintendent General of Education of the Cape:

"As a piece of news that will interest you, I may state that yesterday (28 January 1864) 30 inhabitants of this district have decided to erect a gymnasium or Latin School. They have guaranteed 465 pounds (R930) per annum, chosen a Board of Directors of five persons to carry out the resolutions with all possible speed and decided that as soon as possible a preparatory school or infant department shall be established."

Shortly thereafter, the first headmaster, the Rev. W.E.W. Braid, is recruited in Scotland. The school's inaugural ceremony is held on 1 March 1866 before a large crowd of spectators, including 88 pupils. The first school building can still be seen at 120 Dorp Street.

The Rev. C. Anderson, the second headmaster and another Scot, takes office in 1869. During July 1874 an Arts Department is established which elevates the Gymnasium to college level. The headmaster is now addressed as "rector" and the lecturers of the Arts Department are known as professors but they remain subject to the authority of the school. The second school building, still standing on the corner of Van Ryneveld and Plein Streets, is occupied in 1879. There Jan Smuts, in later years Field Marshal and Prime Minister of the Union of South Africa, engraves his name on a window pane which has become an exhibit in the school's archives.

In 1879 the Rev Anderson retires and in the same year the Gymnasium and College separate functionally. The College acquires the name "Stellenbosch College". In 1885 the separation also becomes physical when the College moves to new premises between Andringa and Van Ryneveld Streets. The name Stellenbosch College changes to Victoria College in 1887 and this institution becomes the University of Stellenbosch in 1918.

Mr W. Milne, also from Scotland, is appointed rector in 1880. In 1887, "The Young Men's Home" or "Het Tehuis", the first hostel for boys, opens its doors under the supervision of Mr J.D. Krige - later affectionately known as Oom Japie "Home". The present school hall is named after him, vice-rector at the time of his retirement in 1948, and ever since a painting of him takes the place of honour next to the stage.

After Mr Milne, the era of South African Rectors is introduced by Dr J.F. Marais who is appointed in 1896. In July 1897 the school moves to a site in Andringa Street (since demolished) and becomes known as the "Stellenbosch Boys' High School" or "Hogere Jongens School Stellenbosch" in 1899. The school mourns the death by drowning of Dr Marais near Rooi-Els in May 1901. The school library which comes into being in 1901 is named after him and is still known by that name today.

In 1902 Mr W.H. Hofmeyr is appointed Rector. In 1903 W.M. MacMillan is the first recipient of the Rhodes scholarship, which to this day is awarded to past pupils for post graduate studies at Oxford University for three years. In 1907 the school moves once again, from Andringa Street to the building presently housing the Department of Fine Arts in Victoria Street.

Mr Hofmeyr resigns in 1910 and in the same year ex-pupil, ex-teacher, ex-Springbok rugby captain, Mr P.J. Roos, becomes Rector. He captains the first South African rugby team to tour overseas (to Britain) in 1906. For thirty years this gentle giant of a man directs the school. Education is his life and rugby his first love. He is a "workaholic" who is always "nearly on time". The school is honoured to bear his name. He retires in 1940.

In 1931 the boarders of Prima hostel take up residence in a new building.

In 1941 "Oom Polla" is succeeded by Mr D. Blignaut. On 27 September 1946, 564 pupils walk to the new buildings on the south bank (Suidwal) of the Eerste River. At the same time the school's name changes to Paul Roos Gymnasium. In January 1951 the high and primary sections of the school separate and are known as PRG (Paul Roos Gymnasium) and PRP (Paul Roos Primary).

In 1952 Mr D. Blignaut is succeeded by Mr A.K. de Jager who becomes inspector of schools in January 1959. In his time the students' council comes into being and a uniform system of school wear is introduced.

In 1959 Mr G.J.A. Smit accepts the rectorship and in 1966 Paul Roos Gymnasium and the Paul Roos Primary School celebrate their centenary. Already in 1965 the tradition of celebrating the school's birthday by inter alia placing wreaths at the statues of the founding fathers of the school, is initiated. Also in 1965 the new residence, now called Prima Nova, is occupied. Mr Smit retires in 1969.

The primary schools Paul Roos and Bloemhof amalgamate in 1977 and in 1986 the new school, Eikestad, moves to its new premises next to Strand Road. The PRP building becomes part of the high school.

The following Rectors have served from July 1969:

July 1969 - March 1974:	Mr D.J. de Villiers - becomes inspector of schools.
July 1975 - June 1977:	Mr J.C. Coetzee - is appointed as lecturer in the Faculty of Education, University of Stellenbosch.
September 1977 - December 1984:	Mr J.D. Slabbert - is appointed consecutively as rector of Denne-oord, Wellington Teachers' Training College and Boland Teachers' Training College.
January 1985 - July 1992:	Mr J.H. Galloway - retires.
January 1993 - March 2007:	Mr C.W. de Jager (son of the previous rector Mr. A.K. de Jager).
April 2007 – March 2017	Mr J. van der Westhuizen
Mei 2017 – present	Mr A.M. van Staden

PAUL ROOS GYMNASIUM

GENERAL INFORMATION

A. EXTRA-CURRICULAR ACTIVITIES

1. Sport

The following sports are offered:

Summer:	Athletics	Winter:	Chess
	Cricket		Cycling
	Cycling		Golf
	Golf		Hockey
	Swimming		Rugby
	Tennis		Soccer
	Water Polo		Squash

2. Clubs and societies

There are opportunities to take part, i.a. in the following:

Debating and Public Speaking	PRG Ensemble
German Club	School Newspaper (Semper & Concipio)
Music, Arts, Drama and Literature Society	School Choir
First Aid	PRG Serenade Group
Overseas Tours	Drumline
	JAM

Pupils are regularly offered the opportunity to attend musical, dramatic and other productions in Stellenbosch and Cape Town.

B. MUSIC DEPARTMENT

We offer Music as a subject with the following instruments as main instruments: woodwind, percussion, brass, strings, piano, organ, electric/bass/acoustic guitar, drum kit, singing and recorder.

C. FEES PAYABLE (AS FOR 2018)

1. School Levy: R33 750 per year - books excluded [payable monthly (over 10 months), quarterly or in one payment in advance].
2. Boarding fees: R43 400 p.a. (including washing) R42 000 (no washing)
Quarterly fee: R10 850 / R10 500
Monthly fee: R4 340 / R4 200

Fees for 2019 will be finalised at the Parents' Budget meeting which will take place on 6 November 2018.

PAUL ROOS GYMNASIUM

FACILITIES

1. ACADEMIC

Apart from the normal class rooms, Paul Roos Gymnasium has the following facilities:

- 1.1 a media centre;
- 1.2 three Science laboratories;
- 1.3 three Biology laboratories;
- 1.4 a Technology Centre, consisting of two workshops, a machine room, a polishing room and a drawing room (also used for Engineering Graphics and -Design);
- 1.5 music centre;
- 1.6 two fully-equipped computer centres (with 75 computers) for the tuition of IT and Computer Applications Technology;
- 1.7 an archive;
- 1.8 the Japie Krige hall which seats 550 persons; and
- 1.9 the Paul Roos Centre with a capacity of 1500 people.

2. SPORTS

2.1 On the main school grounds:

- 2.1.1 the main cricket field;
- 2.1.2 twelve concrete cricket practice nets and 4 turf nets;
- 2.1.3 six tennis courts;
- 2.1.4 three hockey fields;
- 2.1.5 a club house for cricket and hockey;
- 2.1.6 a soccer field
- 2.1.7 2 swimming pools (one heated) and
- 2.1.8 a gymnasium.

2.2 Markötter Sports Grounds:

- 2.2.1 two cricket fields;
- 2.2.2 five rugby fields;
- 2.2.3 a grass athletics track;
- 2.2.4 a club-house with change rooms, a cafeteria, a bar, a hall for functions (100-150 people) and a covered braai area; Markötter Suite with aircon, a bar and data projector. The Longroom with bar area. Fully equipped kitchen.
- 2.2.5 a closed stand, seating nearly 1200 spectators with change rooms and a first-aid room.
- 2.2.6 Indoor practice area;
- 2.2.7 Ice bath

3. OTHER

- * A cafeteria (Roosinbosch) where learners can buy food/snacks.
- * Oom Polla's book shop which offers a full range of text books and writing material (also houses the second-hand clothing shop).
- * Many facilities of the University of Stellenbosch are available to learners who join the university's various clubs. These include two Astro turf hockey fields (also used by our hockey teams), a modern gymnasium, a covered heated swimming pool and a tartan athletics track.
- * Extensive use is also made of coaches from outside the school in the coaching of tennis, hockey, swimming, soccer, athletics and rugby.

4. HOSTELS

- 4.1 Prima: Accommodates 114 pupils
- 4.2 Prima Nova: Accommodates 124 pupils

PAUL ROOS GYMNASIUM

SCHOOL RULES



Code of honour

As a true Paul Rouser, I declare that I honour the noble values and traditions of my school. I am proud of my school and my appearance, I respect others and conduct myself as a true gentleman.

I honour my parents, teachers and other authority figures unconditionally so that I can grow in obedience.

Relationships are important to me and I add value by encouraging others, knowing that I form a daily part of Paul Roos history.

I live with passion, integrity and humility.

I reject passivity, mediocrity and self-centredness and I accept responsibility for my role as cultivator.

I choose to do what is right and I strive for excellence in all areas...

...in order to be worthy of our motto, "Semper Splendidior".

Code of conduct for learners

The code of conduct for Paul Roos Gymnasium is based on pride in the school, mutual respect and gentlemanship.

1. Any transgression that is regarded as a criminal offence in terms of the South African law, as well as any transgression that is regarded as an act of misconduct in terms of the South African Schools Act, will be regarded as a transgression of this code of conduct.
2. This code of conduct is supplemented by the rules, arrangements, policy documents and regulations of the school.
3. Learners may not bring discredit to the name of their school in any way.
4. The personal appearance and dress of learners must comply with the requirements as set by the school community.
5. Learners must attend school for the full academic day.
6. Learners are required to obey all the reasonable instructions of the staff.
7. No weapons, implements or materials which can cause bodily harm may be in the possession of learners at school, while under the supervision of the school or while they are in school uniform.
8. Learners may not have in their possession, nor use, cigarettes or any tobacco products, e-cigarettes, other drugs, alcoholic beverages or objectionable printed or recorded matter or objects, when on the school's premises, when in school uniform or when under the supervision of the school.
9. School property, or the property of others, may not be taken, damaged, defaced or polluted.
10. Learners must participate in the educational programme prescribed by the education department, unless exemption has been granted by the department.
11. Learners may not sexually or in any other way, harass, threaten, bully (physically, emotionally, cyber), fight with, tease or do an injustice to other learners, educators or members of the school community in any material, physical or emotional way.

SCHOOL RULES

1. GENERAL RULES

- 1.1 Learners shall be good ambassadors of the school, and shall conduct themselves in accordance with the school's code of ethics at all times.
- 1.2 While wearing the school uniform, or any part thereof that is sufficient to establish a link with the school in the public eye, or while representing the school, either directly or indirectly, as participants, supporters, assistants, spectators or otherwise, learners shall refrain from any conduct that could bring the school, staff or their fellow learners into disrepute.
When establishing a link with the school via social media (Facebook, Twitter, Instagram), either directly or indirectly, as participants, supporters, assistants, spectators or otherwise, learners shall refrain from any conduct that could bring the school, staff or their fellow learners into disrepute.
- 1.3 In their interaction with the rector, vice-rector, educators and other staff of the school, learners shall be courteous and respectful at all times and shall refrain from any action that constitutes disrespectfulness or rebelliousness.
- 1.4 In their interaction with one another, learners shall practise self-restraint as far as possible, and shall display mutual respect and tolerance. In particular, learners shall refrain from any action aimed at harming, or that could possibly cause harm to, any other learner's physical, spiritual and moral well-being. Any sexual or improper physical contact between learners on school grounds, or in any other place where they could be identified as learners of the school, is strictly prohibited.
- 1.5 A school educator shall have the same rights as a parent with regard to controlling and disciplining the learner according to the code of conduct, both during such learner's school attendance as well as at any school activity.
- 1.6 Learners may not eat or drink in the classroom, school hall or library. The chewing of gum during school activities is prohibited. A teacher may give a learner permission to drink water if required.
- 1.7 The use of cell phones during school activities is strictly prohibited. The cell phone policy will be strictly adhered to.
- 1.8 The smoking, possession and/or use of tobacco products, e-cigarettes, liquor, other alcoholic substances or drugs during any school activity, or when learners are dressed in school uniform, is strictly prohibited. Please be advised that the school is a drug-, alcohol- and fire-arm free area.
- 1.9 In case of a reasonable suspicion that learners have violated this code of conduct or the laws of the country, the school rector or an educator is entitled to search such learners and/or the property in their possession for any dangerous weapons, guns, drugs or other harmful and dangerous substances, stolen goods or pornographic material that the learners may have brought onto the school grounds. Throughout, learners' dignity will be respected, and therefore, the search will be conducted in private, by persons of the same sex, and in the presence of another person. The search process and outcome must be recorded.
- 1.10 Any conduct that unfairly prejudices the administration, discipline or efficiency of the school shall be regarded as a violation of this code of conduct.
- 1.11 A conviction of a criminal offence in a court of law shall be regarded as a violation of this code of conduct.
- 1.12 Transgressions that may lead to suspension and/or expulsion include but are not limited to:
 - conduct that poses a threat to others' safety and infringes upon others' rights;
 - possessing, threatening with or using dangerous weapons;
 - the possession, use, trading or any visible sign of narcotic or unauthorised drugs, alcohol and intoxicating substances of any nature;
 - fighting, assault or abuse;
 - indecent behaviour or swearing;

- adopting or assuming a false identity;
- harmful graffiti, hate speech, sexism or racism;
- theft, or the possession of stolen goods, including the theft or possession of test or examination papers before such test or examination has been conducted;
- unlawful conduct towards and/or vandalising, destroying or damaging school property;
- disrespectfulness, offensive behaviour and verbal abuse aimed at educators or other school staff or learners;
- repeated violations of school rules or this code of conduct;
- criminal and oppressive behaviour, such as rape and gender-based harassment;
- victimisation, bullying and intimidation of other learners;
- the transgression of examination rules; and
- intentionally and knowingly providing false information, or forging documents, in order to obtain an unfair advantage.

2. CLASS RULES

- 2.1 The class educator shall formulate class rules upon the adoption of this code of conduct, and at the beginning of each ensuing school year, after having consulted the learners in the class as well as their parents. (Generic class rules included)
- 2.2 The class rules must be compiled in writing and –
- 2.2.1 immediately be tabled to the rector and school governing body;
 - 2.2.2 be displayed in a legible format in a prominent spot in the class room; and
 - 2.2.3 be made available to all learners and their parents.
- 2.3 Learners are expected to comply fully and promptly with the class rules as well as any verbal instruction given by the class educator or any staff member that is reasonably essential to give effect to this code of conduct and/or for the sound and professional management of the school.
- 2.4 Any violation of the class rules shall be regarded as a violation of this code of conduct and school rules. (Add basic rules for each class).

3. RULES WITH REGARD TO APPEARANCE

- 3.1 With head and shoulders held upright, the longest strand of hair at the back of the head may not touch the collar.
- 3.2 Hair must taper gradually towards the neck - a mild step in the hair is, however, acceptable but the so-called “mushroom, mullet or mohawk styles”, are not allowed. The shape of the hair style must follow the natural curvature of the head. The length of the hair on the side and the back of the head must be the same length.
- 3.3 If hair is combed down straight, it may not touch the ears.
- 3.4 Side burns may not reach below the hole in the earlobe.
- 3.5 If the fringe is combed forward, it may not touch the eyebrows.
- 3.6 No dyeing / colouring of hair is allowed. Hair gel or mousse is allowed to control difficult hair.
- 3.7 If the hair is brush cut, the following minimum conditions apply: no 1 comb for matrices and no 2 for the rest of the school.
- 3.8 No braiding of hair is allowed.
- 3.9 The general impression must be one of neatness and the hair style must not attract unnecessary attention.

4. SPORTS AND EXTRA-CURRICULAR ACTIVITIES

- 4.1 Participants in sports and extra-curricular activities
- 4.1.1 Learners who are selected to represent the school as participants in any sports or other extra-curricular activities must be dressed in the sports wear, school wear or other prescribed clothing as determined by the

- educator responsible for the activity concerned, both during and after participation in such activity.
- 4.1.2 All learners who participate in the aforementioned activities shall be loyal to the school and fellow participants. In particular, participants must report promptly and on time at the venue of the activity or the venue from where participants depart to the activity. Learners who have been selected to represent the school in an activity may only be excused from attendance if a written apology is handed to the sports or cultural head in advance. Unforeseen absence from an activity will only be excused if the sports or cultural head receives a written apology no later than three days following the relevant activity.
- 4.1.3 Learners who represent the school at sports activities will at all times be courteous towards, and comply with the rulings, prescripts and instructions of:
- 4.1.3.1 the sports head and the educator involved in the relevant sports code;
- 4.1.3.2 the referee or adjudicator with regard to the relevant activity; and
- 4.1.3.3 the team captain.
- 4.1.4 Although it is assumed that learners who participate in sports activities shall do so with commitment and dedication, such learners are expected also to practise self-restraint and self-discipline. In particular, no learner may display bad sportsmanship, use foul or offensive language, get involved in fights or incidents, or engage in any foul or improper play.
- 4.2 Spectators and supporters at sports and other extra-curricular activities
- 4.2.1 Apart from their duty to comply with the provisions of this code of conduct, all learners attending any school activity as spectators or supporters shall also refrain from any disruptive, improper, rebellious, unnecessarily inciting or indecent behaviour. In particular, learners may not respond negatively to any ruling by an adjudicator or referee.
- 4.2.2 Learners who attend any school activity as spectators or supporters shall abide by and obey any instructions and directives they receive prior to, during and after the activity concerned from the rector, any educator, member of the Representative Council of Learners (RCL), other school leaders, or parents appointed by the rector to assist with the transport, supervision or control of learners who need to be transported to and from the activity concerned, or who attend the activity.
- 4.3 The abovementioned rules equally apply to any participation in any extra-curricular activity apart from sports activities, except cases on which the rules obviously have no bearing.

5. SCHOOL PROPERTY

- 5.1 'School property' includes the following:
- 5.1.1 The grounds and buildings occupied by the school, as well as any permanent addition to such grounds and buildings.
- 5.1.2 All other property, including equipment, books, stock, motor vehicles and the like that the school owns, rents or stores, or with regard to which the school could be held legally liable in case of any damage or loss.
- 5.2 As the school has been developed and erected for the use of all learners who attend it, all learners are obligated to do everything in their power to protect the school's property in order for it to be utilised to the benefit of all current and future learners of the school.
- 5.3 No learner may remove any school property from the school grounds without the prior consent of the rector or an educator of the school.
- 5.4 Learners may not handle, damage, mark, deface or destroy any property of the staff of the school, fellow learners, visitors to the school, or members of the public. This rule applies to property on the school grounds, in the immediate vicinity of the school,

at or near the venue of any school activity, as well as any vehicle with which learners are transported, and the property contained therein.

- 5.5 Learners may not damage, deface or destroy any school property. Any learner who deliberately misuses, damages or vandalises any school property shall replace or pay for such property. Destruction of and/or damage to property is a criminal offence.

6. THE REPRESENTATIVE COUNCIL OF LEARNERS (RCL) AND SCHOOL LEADERS

- 6.1 The RCL, PRD and school leaders, in conjunction with the staff of the school, are responsible for general school discipline.
- 6.2 RCL members, PRD and other school leaders shall bring transgressing learners to the staff of the school, where after line functions will be followed.
- 6.3 All learners shall obey any reasonable instruction from a member of the RCL, PRD or another school leader, and shall support and co-operate with the RCL, PRD and other school leaders in properly executing their duties.

7. SCHOOL NOTICES

All learners are obligated to hand to their parents all school notices that were distributed to learners for such purpose by the governing body, rector or an educator of the school, as well as promptly return to the class educator any acknowledgement of receipt that was to be completed by the parents.

8. SCHOOL WORK AND HOMEWORK

- 8.1 There shall be an orderly atmosphere in the class room at all times. Learners may not disrupt or hinder teaching.
- 8.2 Learners must promptly carry out instructions in class.
- 8.3 All learners must have and maintain any homework book/electronically as may be required by the rector or class educator.
- 8.4 All learners must do their prescribed homework and promptly return it to the relevant educator by the due date. Failure to comply with this rule shall be excused only if, on the day on which the homework was to be completed, the learner hands to the educator a written note from his/her parents with an acceptable excuse for such failure.
- 8.5 All learners must do their prescribed homework enthusiastically, diligently and with dedication in order to develop a consistent work ethic. Failure to comply with this rule without an acceptable excuse shall be regarded as a transgression of this rule.
- 8.6 Learners are obligated to catch up as soon as possible on any work that they have missed.
- 8.7 Learners shall move swiftly in single file from one class to the next, keeping to the left of the corridors. You may not be late for the next class if you have visited the bathrooms in between lessons.

9. TESTS AND EXAMINATIONS

- 9.1 All learners are obligated to abide by the tests and examinations that educators may require. Failure to comply with this rule shall be excused in exceptional cases only, provided that the parents of the learner concerned supply the rector with a full and acceptable written explanation at the earliest possible opportunity.
- 9.2 Learners shall refrain from any form of dishonesty when tests and examinations are conducted.
- 9.3 Learners who were absent for a test or examination, must hand in a valid medical certificate. Failure to hand in a medical certificate will be regarded as absent without a valid reason and receive zero for the test. No tests will be written at a later stage.

10. MOTOR VEHICLES AND MOTORCYCLES

- 10.1 Learners may not bring motor vehicles or motorcycles onto the school grounds, unless he has the prior written consent of the rector or another staff member duly nominated by the rector, and unless he promptly complies with any conditions imposed together with the aforementioned consent. If a learner does not have the

necessary consent when asked to present such by any member of the staff, governing body or RCL, or a school leader, it will be assumed that he does not have such consent, until proved otherwise. Motor cycles are registered with the assigned teacher and permission is thus granted to the learner to park the motor cycle in the assigned parking area.

- 10.2 The driving of a motor vehicle or motorcycle by a learner in a way that poses a risk or possible harm to other learners on the school grounds, or other learners and members of the public in the immediate vicinity of the school grounds, is strictly prohibited.
- 10.3 Learners shall adhere to traffic rules on and around the school grounds.
- 10.4 All motor vehicles, motorcycles and bicycles are parked at own risk on and around the school grounds. Permission is granted to matrics only to park a vehicle on the premises, after they have applied for a disk from the assistant grade head. This will be effective from June only.

11. HOSTEL RULES

The rules, regulations and policy documents of the hostel are regarded as an addendum to these rules.

12. PUNCTUALITY

Learners are expected to arrive on the appointed time at the beginning of the school day and the start of any other school activity. When learners arrive late, they must provide a written apology from their parents. Learners who arrive late must first report to the office before proceeding to their particular class.

13. ABSENCE FROM SCHOOL

- 13.1 Learners may be absent from school in exceptional cases only, and only with the written consent of the rector, or his representative if the rector is not available.
- 13.2 When any learner is absent from school without an acceptable excuse, it shall be regarded as truancy, which is strictly prohibited.
- 13.3 Learners who are absent from school for one to three consecutive days must upon their return to school submit a written explanation by their parents. Absence for more than three consecutive days shall be excused only if a certificate from a registered medical practitioner is submitted, except in the case of death or trauma in the learner's family, or another reason approved by the rector.

14. ENVIRONMENT

- 14.1 Learners have the right to a safe environment and school that are conducive to education.
- 14.2 Learners may not litter on school grounds or in school buildings.
- 14.3 Learners who attend any school activity as spectators or supporters are expected to leave the grounds they have occupied in a neat and clean condition, and must ensure that all litter is picked up and placed in garbage bins.
- 14.4 Learners must leave rest rooms in a clean condition.
- 14.5 Any action or failure by learners that constitutes or could constitute a health risk to other learners must be avoided.
- 14.6 The application of slogans (graffiti), stickers, posters and the like to any surface at the school is strictly prohibited, unless it is done with the rector's consent.
- 14.7 Learners shall comply with any reasonable instruction from the rector, any educator, RCL member or another school leader with regard to maintaining a clean and hygienic school environment.
- 14.8 Learners may not be in possession of any form of fireworks in the buildings or on the school grounds.

15. CELL PHONES

Bringing a cellular phone to the school is strongly discouraged. When a cellular phone is brought to school in an emergency, the following will apply:

- 15.1 Cell phones/ electronic devices may be used during academic periods for educational purposes with the explicit permission and under the supervision of the educator in charge during that period.
- 15.2 If the learner uses the device without the teacher's permission, the phone (handset and SIM card) will be confiscated and locked away in a safe place for a period of ONE week, after which the learner may collect it. A document of proof will be issued to him.
- 15.3 Cell phones must be on silent mode throughout the school day. If a phone is not on silent, a warning will be given by the teacher. A second time, it will be confiscated for one week.
- 15.4 There will be no correspondence or discussions with learners and parents in this regard;
- 15.5 No cell phone theft will be investigated by the school.
- 15.6 No learner may have a cell phone in his possession during exams or tests. This will be treated as an exam irregularity and may also, in some cases, be viewed as dishonesty during an exam.

16. BULLYING

- 16.1 The official bullying policy of the school serves as an addendum to these rules.
- 16.2 Learners may not sexually or in any other way, harass, threaten, bully, fight with, tease or do an injustice to other learners, educators or members of the school community in any material, physical, emotional or cyber way.

17. DRUGS

The official drug policy of the school serves as an addendum to these rules.

18. SUPPLEMENTS

The official supplements policy of the school serves as an addendum to these rules.

19. SPORT POLICY

The official sport policy of the school serves as an addendum to these rules.

20. EXEMPTION FROM PROVISIONS OF THE CODE OF CONDUCT

- 20.1 Learners may submit a written application to the governing body for total or partial exemption from one or more of the items contained in the code of conduct based on cultural, religious or medical grounds.
- 20.2 Such application must include full reasons as well as confirmative evidence. Therefore, the onus of proof still lies with the learner to substantiate the application for exemption.
- 20.3 Applications for exemption will be considered at the start of the school year only, unless the applicant can prove that the matter is urgent or necessitated by a change in circumstances.
- 20.4 In considering an application for exemption, the governing body shall be entitled to obtain any information that it deems necessary for a fair adjudication of the application.
- 20.5 The governing body shall consider the application for exemption with the necessary seriousness and responsibility, and within the framework of the Constitution and court judgements, and will inform the learner of its decision in writing.

PAUL ROOS GYMNASIUM

SCHOOL WEAR: DIRECTIVES

1. OFFICIAL SCHOOL WEAR

The following dress items are prescribed for school assemblies, official representation of the school, sports meetings, or as the Rector decides.

- 1.1 The maroon blazer.
- 1.2 A long or short-sleeved white shirt which can be buttoned up at the neck.
- 1.3 The school tie.
- 1.4 Grey shorts or long trousers. (No stove-pipes will be allowed.)
- 1.5 A pull-over or long-sleeved maroon school jersey or no jersey.
- 1.6 A black or grey belt.
- 1.7 Grey socks with trousers. With shorts, the official grey socks with school colours.
- 1.8 Black, lace-up school shoes. (No boots or half-boots will be allowed.)
- 1.9 The official scarf.
- 1.10 On Mondays (Assembly) full colours of the school, provincial or national colours may be worn. White shirts must be worn with blue blazers.
At sport meetings, learners on the pavilion need to wear maroon blazers.

2. SCHOOL WEAR (ON ORDINARY SCHOOL-DAYS)

- 2.1 Summer (1st and 4th terms)
 - 2.1.1 A long or short-sleeved grey shirt which can be buttoned up at the neck.
 - 2.1.2 The school tie.
 - 2.1.3 Grey shorts or long trousers. (No stove-pipes will be allowed.)
 - 2.1.4 Grey socks with trousers. With shorts, the official grey socks with school colours.
 - 2.1.5 A black or grey belt.
 - 2.1.6 Black, lace-up school shoes. (No boots or half-boots will be allowed.)
 - 2.1.7 A long-sleeved jersey is optional (without the blazer).
 - 2.1.8 The maroon blazer is optional.
- 2.2 Winter (2nd and 3rd terms)
 - 2.2.1 As for summer, except that the maroon blazer is compulsory on every school day.
 - 2.2.2 The pull-over or long-sleeved jersey may not be worn without the maroon blazer.
 - 2.2.3 The raincoat or wind-breaker does not replace the maroon blazer.

3. GENERAL DIRECTIVES

- 3.1 Jersey
 - 3.1.1 No sweater or sportswear is allowed with official school wear.
 - 3.1.2 No jersey other than the maroon jersey is allowed with the official school uniform.
 - 3.1.3 The long-sleeved maroon jersey may be worn without the school blazer in the summer, except during official gatherings (assembly on Mondays, etc.).
- 3.2 Maroon blazer

The maroon blazer must be worn and may never be carried in the hand, over the arm, or slung over the shoulder.
- 3.3 T-shirts

A plain-coloured T-shirt may be worn underneath a shirt as long as it is not visible at the neck or sleeves of the shirt, or shows through the white shirt.
- 3.4 Trousers
 - 3.4.1 No corduroy or denim trousers are allowed.
 - 3.4.2 No "stove-pipes" are allowed. Minimum width at and above the ankle: 20 cm

3.5 Track-suit

The full track-suit of Paul Roos Gymnasium is to be worn when learners are not wearing step-outs and are representing the school.

3.6 Jackets

3.6.1 Only school rain jackets or school wind-breakers may be worn with official school clothes.

3.6.2 No other jackets will be allowed.

3.7 Scarves

Only the official scarf with the measurements and colours as stipulated is allowed.

3.8 School case

3.8.1 A navy blue, strengthened school bag needs to be used.(available from Mr Neville Rothman – nrothman@paulroos.co.za)

3.8.2 Only the name of the learner, his grade and the name of his school may be written on this school case.

3.9 Tog bags

Learners who represent the school are encouraged to use only the official school tog bags.