

*Gedragskode vir
ouers en besoekers
Code of conduct for
parents and visitors*

**LAERSKOOL
BOSVELD
PRIMARY**



Gedragskode vir ouers en besoekers

Code of Conduct for parents and visitors

1. Inleiding / Introduction

Hierdie dokument is die gedragskode vir ouers en besoekers van **Laerskool Bosveld Primary**, soos die beheerliggaam dit op **25 Oktober 2021** goedgekeur het. Die beheerliggaam het die ouers, leerders en onderwysers van die skool oor die inhoud van hierdie gedragskode geraadpleeg. Die gedragskode is opgestel in ooreenstemming met die toepaslike bepalings van die Grondwet van die Republiek van Suid-Afrika, Wet 108 van 1996; die Suid-Afrikaanse Skolewet, Wet 84 van 1996 ('die Skolewet'); die Regulasies vir Veiligheidsmaatreëls by Openbare Skole (GK 1040 in Staatskoerant 22754 van 12 Oktober 2001, soos gewysig) en toepaslike Provinciale wetgewing. / *This document is the code of conduct for parents and visitors of Laerskool Bosveld Primary as approved by the Governing Body on 25 October 2021. The Governing Body has duly consulted the parents, learners and teachers of the school on the content of this code of conduct. The Code of Conduct has been drafted in accordance with the applicable provisions of the Constitution of the Republic of South Africa, Act 108 of 1996; the South African Schools Act 84 of 1996 ('SASA'); the Regulations for Safety Measures at Public Schools (GN 1040 in Government Gazette 22754 of 12 October 2001, as amended) and applicable Provincial legislation.*

Die gedragskode is gerig op die skep van 'n harmonieuze en gedissiplineerde skoolomgewing waarin leerders deur middel van onderwysers, afrigters, ouers en ondersteuners hulle volle potensiaal kan bereik. Voorts skep dit 'n maatstaf aan die hand waarvan die gedrag van leerders, ouers, onderwysers, afrigters en die bestuur gemeet kan word. / *The Code of Conduct is aimed to create a harmonious and disciplined school environment in which teachers, coaches, parents and supporters enable learners to reach their full potential. In addition, it creates criteria by which the conduct of learners, parents, teachers, coaches and management can be measured.*

Uit hoofde van die Suid-Afrikaanse Skolewet het die beheerliggaam en die skoolhoof die reg om toegang tot die skoolterrein en skoolaktiwiteite te reguleer. Die Beheerliggaam en die skoolhoof is verplig om toe te sien dat niemand wat 'n gevaar vir die leerders, skoolpersoneel of enige ander besoeker aan die skool inhou, toegang tot die terrein verkry nie. Enige besoeker aan die skoolterrein kan vir enige onwettige dwelmmiddels of gevaarlike voorwerpe deursoek word. Die Beheerliggaam behou die reg van toegang tot die skoolterrein, en kan 'n persoon toegang belet indien dit in die skool en die leerders se belang is. / *In terms of the South African Schools Act, the Governing Body and school principal have the right to regulate access to the school grounds and school activities. The governing body and school principal have a duty to ensure that no-one who poses a risk to learners, school staff or any other visitor to the school, gain access to the premises. Any visitor to the school grounds may be searched for any illegal drugs or dangerous objects. The Governing Body reserves the right of access to the school grounds, and may refuse a person entry, should this be in the best interest of the school and the learners.*

2. Elke ouer en/of besoeker aan die skoolterrein verbind hom/haar daartoe om:

Every parent and/or visitor to the school grounds commits him/herself to:

- hierdie gedragskode en al die reëls en regulasies van **Laerskool Bosveld Primary** getrou na te kom; / *faithfully adhere to this code of conduct and all the rules and regulations of Laerskool Bosveld Primary.*
- hoë morele en etiese standaarde te handhaaf wanneer hy/sy die skoolgrond besoek of skoolaktiwiteite bywoon; / *maintain high moral and ethical standards when visiting the school grounds or attending school activities;*

- daarna te streef dat sy/haar optrede altyd verantwoordelik en ter bevordering van die skool se goeie naam sal wees; / at all times strive for conduct that is responsible and that promotes the school's reputation;
- die skool en die leerders met ywer te ondersteun; en / support the school and the learners with enthusiasm; and
- die nodige hoflikheid en respek teenoor alle personeel, leerders, besoekers en veral skeidsregters te betoon. / show courtesy and respect towards all staff, learners, visitors and particularly referees

3. Vereenselwiging met die skool / Associating with the school

Ouers en toeskouers moet hulleself as verteenwoordigers van die skool beskou wanneer hulle wedstryde, byeenkomste, optredes of enige ander skoolaktiwiteite bywoon of hulle kinders by sodanige aktiwiteite ondersteun. Ouers en toeskouers word aangemoedig om die span waarin hulle kinders speel, sowel as soveel moontlik ander skoolspanne, te ondersteun. / Parents and spectators should regard themselves as representatives of the school when attending or supporting their children during matches, gatherings, performances or any other school activity. Parents and spectators are encouraged to support both their children and as many other school teams as possible.

4. Gedrag gedurende skoolbesoeke of skoolaktiwiteite Conduct during school visits or school activities

- Ouers en/of besoekers moet so optree dat hulle nie die skool se naam oneer aandoen of personeel of leerders in die verleentheid stel nie, en hulle gedrag moet van so 'n aard wees dat hulle altyd 'n goeie beeld van die skool na buite uitdra en uitbou. / Parents and/or visitors shall conduct themselves in a way that does not harm the school's reputation or embarrass staff members or learners, and should through their conduct portray and build a positive image of the school at all times.
- Ouers en/of besoekers moet selfbeheersing toepas en respek, hoflikheid en verdraagsaamheid teenoor mekaar, onderwysers, leerders, mede-toeskouers, afrigters, skeidsregters, beoordelaars en teenstanders betoon. / Parents and/or visitors shall apply self-constraint and show respect, courtesy and tolerance towards each other, teachers, learners, fellow spectators, coaches, referees, judges and opponents.
- Onderwysers, deelnemers, afrigters, skeidsregters of beoordelaars mag nie geïntimideer word nie. / Teachers, participants, coaches, referees or judges may not be intimidated.
- Ouers en/of besoekers moet optree volgens die etiekkode wat 'n bepaalde kultuur- en sportsoort vereis. / Parents and/or visitors are expected to conduct themselves in accordance with the code of ethics required by a particular cultural activity or sporting code.
- Fisiële geweld, lasterlike en beledigende taal of onwelvoeglike tekens gedurende sportwedstryde of ander aktiwiteite is streng verbode. / Physical violence, defamatory and offensive language or indecent signs during sport matches or other activities are strictly prohibited.
- Ouers en ondersteuners word voorts versoek om hulle van negatiewe opmerkings of ongehoorde taalgebruik teenoor skeidsregters, ander beampies, beoordelaars, spelers of hulle teenstanders se ondersteuners te weerhou. / In addition, parents and supporters are requested to refrain from making negative remarks or using improper language when interacting with referees, other officials, judges, players or their opponents' supporters.

- 4.7 Owers wat enige aktiwiteit van die skool bywoon, moet aan die versoek en reëlings van die betrokke skool en/of organiseerders gehoor gee. / *Parents attending any activity of the school shall comply with the requests and arrangements of the school concerned and/or the organisers.*
- 4.8 Enige vorm van geweld of ontwrigting wat 'n negatiewe uitwerking op enige skoolaktiwiteit kan hê, word verbied. / *Any form of violence or disruption that may have a negative effect on any school activities is prohibited.*
- 4.9 Geen ouer sal toegelaat word om 'n ander leerder te dissiplineer; op hom/haar te skree of fisies te slaan namens sy/haar eie kind nie. Oortreding van hierdie reël sal as 'n kriminele saak hanteer word. Enige klagtes of probleme met leerders in die skool, moet by die hoof of disciplinehoof aangemeld word. / *No parent will be allowed to 'discipline' (shouting or hitting) another child (other than their own) on behalf of his/her child. Actions in this regard will be treated as a criminal offence. Any problems should be reported to the Principal or the Head of Discipline.*
- 4.10 Die gebruik van alkohol en onwettige dwelmmiddels gedurende enige skoolaktiwiteit is streng verbode / *The use of alcohol and illegal drugs during any school activity is strictly prohibited.*
- 4.11 Geen wapens of gevaaarlike voorwerpe mag op die skoolterrein gebring word nie, tensy vir ampelike werksdoeleindes, soos in die geval van lede van die SAPD. / *No weapons or dangerous objects may be brought onto the school grounds, unless intended for official work purposes, such as in the case of SAPS officers.*
- 4.12 Besoekers mag slegs buite die skoolterrein rook. Raadpleeg die skool se rookbeleid, waarin die aangewese rookgebiede uiteengesit word. / *Visitors are not allowed to smoke on the school grounds. Consult the school's smoking policy, which stipulates the designated smoking areas.*
- 4.13 Owers, ondersteuners en toeskouers word versoek om die afstand wat aangedui is, vanaf die kantlyne van die bepaalde sportveld of -baan, te handhaaf en nie binne die speelveld of enige ander afgebakende areas op die skoolterrein of gedurende 'n aktiwiteit te gaan nie. / *Parents, supporters and spectators are requested to maintain the indicated distance from the side lines of any particular sports field or court, and not to go into the play area or any other demarcated areas on the school grounds or during an activity.*
- 4.14 Owers en/of besoekers word versoek om die skoolterrein netjies en skoon te hou en niemand mag rommel strooi nie. / *Parents and/or visitors are requested to keep the school grounds neat and tidy and littering is prohibited.*
- 4.15 Owers en toeskouers word versoek om nie op die veld of baan te gaan wanneer 'n speler 'n besering opdoen nie. Indien die afrigter/spanbestuurder of noodhelper dit nodig ag, sal die betrokke ouers nader geroep word. / *Parents and visitors are requested not to go onto the field or court when a player sustains an injury. If deemed necessary, by the coach/team manager or first-aid workers, the player's parents will be held responsible and requested to leave the premises immediately.*

5. Gedrag by kultuur- en sportoefeninge **Conduct at Culture and Sports practice sessions**

- 5.1 Afrigters mag nie gedurende kultuur- en sportoefeninge onderbreek word nie, al is dit om raad te gee, reëlings te tref, terugvoering te vra of klagtes en probleme te bespreek. / *Coaches may not be interrupted during culture and sports practice sessions, even if it is to give advice, make arrangements, request feedback or discuss complaints or problems.*

- 5.2 Ouers mag geensins met 'n afrigter se spankeuses inmeng nie. / *Parents may not interfere with a coach's team selection in any way.*
- 5.3 Ouers mag die hoof/'n afrigter/spanbestuurders versoek om op 'n gepaste tyd en plek enige navrae, klagtes en voorstelle te bespreek. / *Parents may request to speak to the Principal/ coach/ or team managers to discuss any enquiries, complaints and proposals, at a suitable time and place.*
- 5.4 Gesprekke tussen ouers en personeel/afrigters behoort wedersyds op 'n konstruktiewe, hoflike, beheerste en eerbiedige wyse te geskied. / *Discussions between parents and staff/ coaches should occur in a mutually constructive, courteous, composed and respectful way.*
- 5.5 Skooleiendom wat gedurende 'n oefening gebruik word, mag nie sonder vooraf toestemming van die skoolhoof, en in oorleg met die personeellid wat daarvoor verantwoordelik is, van die skoolterrein verwijder word nie. Indien enige toerusting aan enigiemand geleent word, moet dit behoorlik in 'n register aangeteken word, en moet die persoon in kennis gestel word dat hy/sy vir enige skade of verlies aanspreeklik sal wees. / *School property used during practice may not be removed from the school grounds/ premises without obtaining prior permission from the school Principal, in consultation with the staff member responsible for the property. Equipment on loan should be recorded in the loan register, all parties involved should be notified that he/ she/ they will be held liable for any loss or damages.*

6. Kommunikasie / Communication

Ouers en ondersteuners kan enige navrae of probleme ten opsigte van 'n spesifieke aktiwiteit met die organiseerder of skoolhoof bespreek. Indien die skoolhoof of organiseerder dit nodig ag, sal die kwessie met die betrokke afrigter bespreek word. Ouers en/of besoekers word versoek om enige ongerymdhede of klagtes met die skoolhoof of beheerliggaamvoorsitter, eerder as met enige ander personeellid of die media te bespreek. / *Parents and supporters may discuss any enquiries or problems in respect of a specific activity with the organiser or school Principal. The issue will be taken up with the relevant coach, where deemed fit by the Principal or organiser. Parents and/or visitors are requested to discuss any irregularities or complaints with the Principal or Chairman of the School Governing Body, and not with any other staff member or the media.*

Die Beheerliggaam en skoolpersoneel is daartoe verbind om te alle tye die belang van die skool te bevorder en die ontwikkeling van die skool te probeer verseker deur die voorsiening van onderwys van gehalte aan alle leerders in die skool. Hierdie verbintenis geld ook ten opsigte van die organisasie en aanbieding van alle skoolaktiwiteite. Ouers en/of besoekers word dus versoek om die beheerliggaam in dié taak te ondersteun. / *The Governing Body and employees of the school are committed to promote the school's interests at all times and to try to ensure the development of the school by providing quality education to all learners in the school. This commitment equally applies in respect of the organisation and conducting of all school activities. Therefore, parents and/or visitors are requested to support the Governing Body in this endeavour.*

7. Nie-nakoming van die gedragskode **Non-compliance with the Code of Conduct**

In geval van nie-nakoming van die gedragskode sal die oortreder vriendelik versoek word om die ongewenste gedrag onmiddellik te staak. Indien 'n ouer/besoeker se gedrag enige skoolaktiwiteit ontwrig, en die persoon nie wil gehoor gee aan die skoolhoof of beheerliggaam se versoek om die gedrag te staak nie, is die Beheerliggaam by magte om die persoon toegang tot die terrein te weier en, indien nodig, van die terrein te verwijder of te laat verwijder. / *In case of non-compliance with the Code of Conduct, the transgressor will be kindly requested to immediately cease the conduct in question. Should parents/visitors' conduct disrupt any school activity, and said persons fail to comply with the principal or Governing Body's request for the conduct to be ceased, the Governing Body shall be entitled not to allow them onto the school grounds, as well as to remove them or have them removed, if necessary.*

GETEKEN TE **ONVERWACHT** OP HIERDIE **25STE** DAG VAN **OKTOBER 2021**
*SIGNED AT **ONVERWACHT** ON THIS **25TH** DAY OF **OCTOBER 2021***

MNR/MR F VAN DER MERWE
Beheerliggaamvoorsitter
Governing Body Chairperson

MNR/MR JL PRETORIUS
Skoolhoof
School Principal