



Bay Primary School

Every Day, Every Child

JUNIOR PRIMARY CAMPUS

(Grades R - 4)

Lower Tenth Avenue

Fish Hoek

7975

Tel: 021 782 2065

Email: secretary@bayprimary.co.za

SENIOR PRIMARY CAMPUS

(Grades 5 - 7)

Clairvaux Road

Kalk Bay

7975

Tel: 021 788 4660

Email: admin@bayprimary.co.za

Bay Primary's commitment is to grow our children in mind, body and spirit, for the sake of all-round health. Effective learning and teaching can only take place in an atmosphere where standards of good behaviour are set as prerequisites. When we use the word discipline, it is with an awareness that each learner deserves to learn. We believe, that the desire to learn is an inborn human trait – but to fulfil this desire at school, we depend on key qualities, such as *honesty, dignity, respect and insight into the consequences of behaviour*. The purpose of discipline is to create a protected, respected and friendly environment for all, the core values being – *love, tolerance, respect, accountability, responsibility and self-discipline*. These important life skills will enable learners to become socially accepted members of society when they leave school one day.

THE SCHOOL RULES

The school rules will be agreed with the whole school / class during an assembly or class discussion. Learners will have the opportunity to suggest new rules and discuss the meaning and importance of them. The rules will be displayed in a central location and within each classroom as a visual reminder.

BEHAVIOURS WE WISH TO ENCOURAGE	BEHAVIOURS WE WISH TO DISCOURAGE
Good manners	Shouting out
Co-operation and team work	Talking when other's are talking
Independence	Unnecessary and inappropriate movement
Respect	Distractions
Positive attitude	Negative attitudes
Pride in work	Carelessness
Listening	Complaining
Working effectively	Dishonesty
Good time management	Demoralising others
Honesty	Damaging other's work or school property
	Bullying
	Aggression of any form – physical, verbal
	Use of bad language

I have read and agree with the above mentioned discipline plan to encourage positive growth and development.

Parent's signature: _____ Date: _____

Learner's signature: _____ Date: _____

Teacher's signature: _____ Date: _____



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RIGHTS AND RESPONSIBILITIES OF LEARNERS, TEACHERS AND PARENTS OF BAY PRIMARY SCHOOL

LEARNER	
RIGHTS	RESPONSIBILITIES
<ul style="list-style-type: none"> To feel safe and secure To be respected and treated fairly 	<ul style="list-style-type: none"> To adhere to the school rules To respect all members of the school community
<ul style="list-style-type: none"> To receive an education relevant to their individual needs To be listened to and valued as an individual 	<ul style="list-style-type: none"> To follow teacher direction and complete tasks to the best of their ability To listen and value others
<ul style="list-style-type: none"> To enjoy their childhood 	<ul style="list-style-type: none"> To interact with peers to make their childhood happy

TEACHER	
RIGHTS	RESPONSIBILITIES
<ul style="list-style-type: none"> To be shown respect by learners, parents and fellow teachers To have order necessary to carry out effective teaching To feel safe in the working environment 	<ul style="list-style-type: none"> To treat learners, parents and fellow teachers with respect To be well prepared and resourced to teach well To involve learners in drawing up classroom rules
<ul style="list-style-type: none"> To have good working conditions To have concerns with learners, colleagues and parents addressed in the correct procedure 	<ul style="list-style-type: none"> To ensure learners are well supervised To ensure parents, colleagues and learners know the procedure for addressing problems with the teacher
<ul style="list-style-type: none"> To have a comfortable working environment within resource limits 	<ul style="list-style-type: none"> To provide a comfortable working environment within resource limits

PARENT	
RIGHTS	RESPONSIBILITIES
<ul style="list-style-type: none"> To have their child educated To have concerns or grievances addressed in the correct procedure 	<ul style="list-style-type: none"> To support the school To follow school procedures with regard to concerns or grievances
<ul style="list-style-type: none"> To have their child treated as an individual and with respect 	<ul style="list-style-type: none"> To realise ALL children have the right to be treated as an individual and with respect
<ul style="list-style-type: none"> To be kept informed about progress and school policies 	<ul style="list-style-type: none"> To attend meetings and have regard for school policies
<ul style="list-style-type: none"> To be welcomed to the school 	<ul style="list-style-type: none"> To co-operate with ALL the staff



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PROCEDURES AND CONSEQUENCES

LEVEL 1

1. Rewind

- An intervention carried out by the learner and supervising teacher on an ad hoc basis, during break times
- Learner name and behaviour is noted in a book for this purpose
- Teacher noting concerning behaviour supervises the intervention measure
- A period of 10 minutes where positive learner behaviour and expectation options are discussed with the teacher and followed up in writing by the learner

LEVEL 2

2. Pay Back Time

- Follows 3 "Rewind" sessions on a Friday
- A consequence for unwillingness to change behaviours noted in "Rewind"
- Carried out by the learner, where a list of possible positive actions carried out during a break time
- Teacher on break time duty supervises learner completing the task
- Action suggestions are provided by the staff to improve and bring about positive change to the school environment
- Learner names and task/s completed are written into a book for this purpose
- Parents are informed via email, note or phone call

LEVEL 3

3. Friday Afternoon Detention Grade 5- 7 only

- A consequence carried out by the learner on a Friday after school

Academic Detention

- Learner received 3 demerits for academic work
- On the occasion of the 3rd demerit, a Friday detention of 60 minutes is set
- Parents are informed via email or note
- Parents are responsible for ensuring learners are collected timeously
- No school bus transport is available
- Teacher on duty will supervise learners for the duration

Behaviour Detention

- Follows "Pay Back Time" if no change to behaviour is noted
- Learners are awarded detention for 90 minutes on a Friday after school
- Only the Headmaster, HOD or teacher in charge of discipline may award this consequence
- Parents are informed via email or phone call
- Parents are responsible for ensuring learners are collected timeously
- No school bus transport is available

Teacher on duty will supervise learners for the duration