

CODE OF CONDUCT

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Subject to change/approval.

CATEGORY A MISCONDUCT			
1.1	General Behaviour	General misconduct on school premises.	-10
1.2	Attendance	Late for school, lack of punctuality without a valid written reason.	-10
1.3	Attendance	Late for class without a valid written reason.	-10
1.4	Attendance	Late for class after 10 minutes without a valid written reason.	-30
1.5	Attendance	Absent from class / school for part of a day (bunking) – 1 period.	-30
1.6	Appearance	School uniform or appearance not according to the school rules / code of conduct.	-10
1.7	General Behaviour	Litter on the school premises or classrooms.	-10
1.8	Schoolwork	Failure to bring books / learning material / equipment / clothing for practical classes.	-10
1.9	Schoolwork	Incomplete homework – schoolwork / classwork / oral work.	-10
1.10	Schoolwork	Copying homework or having it copied (learner lending a book), cheating or dishonesty in schoolwork.	-10
1.11	Schoolwork	Failure to submit portfolio / SBA / PAT / tasks or other assignments by deadline.	-30
1.12	Schoolwork	Copying PAT / SBA / assignments / tasks.	-30
1.13	Schoolwork	Late submission of PAT / SBA / assignments / tasks.	-30
1.14	Notifications	Failure to submit tear-off slip(s)/acknowledgement of receipt / absence letter / sick note / documentation of parent / guardian by deadline.	-10
1.15	Classroom	Eat or drink in class / hall / courtyard during contact time.	-10
1.16	General Behaviour	Chewing gum during school hours or during school activities.	-10
1.17	Classroom	Sleeping in class.	-10
1.18	Classroom	Refusal to work in class / obey class rules / obey legal orders / follow instructions / pay attention.	-30
1.19	Classroom	Any less serious misconduct during class time / while changing classes / hall or courtyard opening.	-10
1.20	Attendance	Loitering without permission during class, including between periods, tuck shop visit during class time. Loitering on the school premises while the learner must report to a specific school meeting / class / school activity / place.	-30
1.21	Language Policy	Violation of language policy.	-10
1.22	Forbidden Area	Learner present in areas on school premises where learner is not allowed during school hours.	-30
1.23	Restrooms	More than one person present in toilet cubicle.	-30
1.24	School Transportation	Misconduct on school bus or any other form of school transport.	-30
1.25	Classroom	Wrong invigilation class / not in invigilation class.	-30
1.26	Extracurricular Activities	Poor sportsmanship during sports / other extra-curricular activity, as a spectator or player and/or talking back to referee or using foul language or negative attitude towards any coach / referee / educator and adult. Non-compliance with team captain's orders.	-30
1.27	Crude Language	Language: Crude language.	-30
1.28	Obscene Behaviour	Misconduct: Obscene behaviour.	-30

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CATEGORY B OFFENCE (SERIOUS)			
2.1	Health and Safety	Throw or stab other learner / educator / persons with any objects. If it results in injuries, it will immediately result in a SGB hearing and possibly a charge of assault or attempted assault and any other charge in terms of the Code of Conduct and Schedule 1 and/or 2 of Notice 6903 of 2000.	-60
2.2	Property	Taking property without permission or attempting to remove another person's property without their knowledge or consent and/or sale of another person's stolen property. This may immediately lead to a SGB hearing and/or a complaint in terms of the Code of Conduct and Schedule 1 and/or 2 of Notice 6903 of 2000.	-60
2.3	Property	Unauthorized use of lockers and/or storage of prohibited substances and items.	-60
2.4	Prohibited Substances	In the presence of learners who smoke or are in possession of tobacco products and/or e-cigarettes / matches / lighters while dressed in school uniform or at school function. Items will be confiscated and destroyed.	-60
2.5	Attendance	Unauthorised absence from class / school for part of the day (bunking): 2 periods.	-60
2.6	Rejecting Authority	Disrespect / defiance / insubordination / insolence / rudeness / discourteous behaviour or refusal to follow appropriate instructions from an educator / staff member / adult / RCL or service council.	-60
2.7	Attendance	Leave the classroom / school premises / any school activities / hall or courtyard without permission or valid reason where a learner's presence is required for the duration of the class / gathering / school activity in terms of a lawful instruction from the principal or his authorised person or any educator.	-60
2.8	Unauthorized Access	Unauthorized access to school premises or activity.	-60
2.9	Unauthorized Use	Illegal access to school wi-fi; distribution / sale of school wi-fi password.	-60
2.10	Bullying / Fighting	Physical misconduct of any kind, e.g. pushing / biting / bullying / incitement / conspiracy to fight / arguments that provoke others to act violently and/or engage in any fights and/or arguments / fighting back / bullying behaviour / cyberbullying / sexting.	-60
2.11	Health and Safety	Exhibits unsafe behaviour in the corridors and on the porches, such as preventing any learner from moving to a class or place, leaning over balconies / safety barriers and any other behaviour that may be judged to be unsafe (throwing objects over safety barriers, etc.).	-60
2.12	Inappropriate Physical Contact / Public Display of Affection	Inappropriate physical contact in public (public display of affection / holding hands / kissing, etc.). Unacceptable physical contact between learners, e.g. obscene / immoral acts and/or inappropriate caressing or any suggestive behaviour or oral sexual suggestions or inappropriate pranks and/or jokes that affect the human dignity of others and/or any such behaviour or verbal behaviour / physical behaviour that may offend in any way.	-60
2.13	Misconduct in School Uniform	Misconduct on the school premises or in public while in school uniform, defaming the school.	-60
2.14	Self-Identification	Refusal to identify oneself to appropriate authorities or providing false identification.	-60
2.15	Property	Writing / drawing / painting (graffiti) on walls / tables or any other property.	-60
2.16	Threaten/Extortion	Threats / extortion of a person / educator / staff member or learner.	-60
2.17	Obscene/Illegal Activities or Material	Verbal misconduct of any kind towards learners / educator / staff member, e.g. defamatory / hurtful remarks / insults / swearing / crude language / sexism / gender-hateful remarks / violation of human dignity / verbal intimidation in any way and/or on social media. Note that depending on the degree of severity, this may immediately lead to a SGB hearing.	-60

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CATEGORY B OFFENCE (SERIOUS)			
2.18	Obscene/Illegal Activities or Material	Verbal or written request to engage in sexual acts / obscene acts / immoral or obscure behaviour.	-60
2.19	Electronic Devices	Use of / visibility of electronic devices e.g. headphones / earbuds, or the use of any other electronic devices, e.g. smartwatches / iPad / tablets / laptops etc. during hall or class time. Note that the device may be confiscated. 7 Days for the first offense; 14 days for the second offense; 21 days for the third offense; and 28 days for the fourth and further violations. The school's policy on Information Systems and Social Media also applies.	-60
2.20	Dishonesty	Dishonesty or false accusations and/or spread rumours in person or on social media about any learner and/or educator and/or staff member.	-60
2.21	Verbal Confrontation	Verbal confrontation with another learner with the purpose to provoke the learner because of an incident.	-60
2.22	Attendance	Unauthorized absence from school for a day or more (bunking for full school day).	-120
2.23	Attendance	Absence from extra-curricular activity / sports practice / cultural activity without valid reason. Don't show up for a sport without a valid reason. Let team / school down.	-120
2.24	Obscene/Illegal Activities or Material	Obscene material – possession and/or distribution.	-120
2.25	Tests and Exams	Dishonesty during tests or exams.	-120
2.26	Bullying	Bullying (verbal, emotional, physical)	-120

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CATEGORY C (MORE SERIOUS OFFENSES)			
3.1	Intentional Disruption	Intentional disruption of any school activity, e.g. during hall / courtyard / sports / other functions, or strike and/or by using a cell phone.	-120
3.2	Health and Safety	Unauthorized use (tampering) of school safety equipment, e.g. cameras / fire extinguishers / electrical connections / any electrical power boxes / any other installations, as well as charging mobile phones without permission. Note that depending on the degree of severity, this may immediately lead to a SGB hearing.	-120
3.3	Unauthorized Use	Technology / computer misuse (without permission) as well as tampering or stealing computers or hard drives.	-120
3.4	Prohibited Substances	Unauthorized practice / administration of traditional medicine or related activities.	-120
3.5	Prohibited Substances	Possession and/or unauthorized administration or use of any medication without the consent of the relevant school staff (use of medication for chronic conditions excluded such as e.g. allergies and diabetes).	-120
3.6	Prohibited Substances	Illegal possession of tobacco products, distribution or sale of drugs on school premises or use of such products. This includes electronic cigarettes ("vapes") / nicotine / flavoured or any other chemical instruments via inhalation or administration. Items will be confiscated and destroyed.	-240
3.7	Aggressive Behaviour	Aggressive behaviour (including repeated fighting).	-120
3.8	Motor Vehicles and Motorcycles	Illegal use and driving of any vehicle / motorbike or any vehicle on the school premises and parking area.	-120
3.9	Misconduct – Restrooms	Serious misconduct of any kind in the toilets and / or changing rooms.	-120
3.10	Misconduct – Public	Serious misconduct in public or on social media in school uniform or when a learner can be identified as a learner of the school.	-120
3.11	Property	Removal of property or attempt to remove property without the knowledge and consent of the person concerned and/or the sale of stolen property. (Hiding private property / theft)	-120
3.12	Dishonesty, Fraud, or Theft	Committing or being an accomplice to colluding / conspiring / assisting / abetting or instigating dishonesty / fraud and theft.	-120
3.13	Forged Identity	Deliberate forging or providing false name / signature or accomplice thereto and/or refusal of any learner to correctly identify him/herself and to provide his/her name and grade to any authorised educator or RCL member or service council on request, during school hours or any school activities and/or where the learner can be identified as a learner of the school in any other circumstances.	-120
3.14	Health and Safety	Serious misconduct, violation of any safety measures that endanger the safety of learners / educators / staff or people of the community or the general public. (Conduct that threatens the safety of others in any way or impairs the rights of anyone or that may lead to injury.)	-120
3.15	Health and Safety	Any unlawful / rough play / games that is unsafe or disturbs the good order at school.	-120
3.16	Health and Safety	Serious disrespect or defiant disregard of authority through attitude / actions / language towards educators / staff members / learners and/or any other person.	-120

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CATEGORY D (VERY SERIOUS OFFENCE)			
4.1	Refusal - Disciplinary	Refusal to participate in a disciplinary investigation.	-240
4.2	Property	Arson – intentional arson on school premises.	-240
4.3	Threat	Bomb threat by a learner, whether in person, by telephone or any other communication device (letter / electronic).	-240
4.4	Immoral/obscure/illegal activity or material	Any obscene behaviour / sexual harassment electronically or otherwise / inappropriate touching / participating in sexual activity / sexual assault.	-240
4.5	Unauthorized Access	Ignoring and not abiding by sanctions imposed and/or terms of a written warning without just cause including trespassing on school premises while suspension is in effect.	-240
4.6	Immoral/obscure/illegal activity or material	Gambling activities / lottery / savings scheme / “stokvel” / illegal sale of any products / games that use any object in a game of chance the outcome of which is not assured.	-240
4.7	Health and Safety	Physical attack of a learner / educator / staff member / or adult breaking up a fight or other disruptive activity and/or assault of a learner / educator / staff member or adult.	-240
4.8	Health and Safety	Intentional provocation and/or physical contact with an educator / staff member or adult resulting in a physical injury.	-240
4.9	Prohibited Item	Possession of any real weapon / dangerous weapon / dangerous object or a replica of any dangerous weapon / substance / liquid or explosive material / firecrackers / fireworks and/or the use thereof.	-240
4.10	Tests and Exams	Illegal distribution of/or trade in test or examination material or assessment projects before the projects are to be submitted, or before the tests or examination are written.	-240
4.11	Immoral/obscure/illegal activity or material	Writing / creating or distribution of obscene letters / notes / sketches / photographs; electronically or otherwise; including cyber bullying.	-240
4.12	Bullying/Fighting	Premeditated fighting / assault / threat of assault with intent to cause serious injury.	-240
4.13	Pornographic/ Offensive material	Possession or distribution of pornographic or offensive material.	-240
4.14	Health and Safety	Physical or fatal injury to a learner / educator / staff member or any other person because of negligence / recklessness or racing a motor vehicle or motorcycle or other vehicle on school premises and parking area.	-240
4.15	Immoral/obscure/illegal activity or material	Engaging in any act of public indecency or gross immoral activity or behaviour in any form including on social media / school premises / in a public place that discredits or bring dishonour to the school's name.	-240
4.16	Immoral/obscure/illegal activity or material	Boycotts / riots / inciting any form of illegal strike action / meeting / campaign at school on behalf or in sympathy with other learners or employees.	-240
4.17	Immoral/obscure/illegal activity or material	Participating in gang activities or behaviour similar to gang behaviour.	-240
4.18	Health and Safety	Violent kidnapping / transportation or capturing any person against their will. (Detaining person as a hostage).	-240
4.19	Property	Vandalism / intentional damage to school / educator / personnel or learners' property in any way.	-240
4.20	Fraud	Commit fraud with an official document that was issued to the school and/or issued by the school in any format, including electronic format.	-240
4.21	Intellectual Property	Use of school's intellectual property e.g. school crest / any emblem / school song / slogans / other images / videos / audio recordings / photographs, etc. without consent or online without prior permission from the SGB and/or principal.	-240

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4.22	Immoral/obscure/ illegal activity or material	Harassment and/or intimidation of any person in person, or on any social media platform or by any other means. Included but not limited to swearing / insulting a staff member / educator / any other person in any manner and/ or gestures and/or serious insubordination / back chatting / disobedience.	-240
4.23	Immoral/obscure/ illegal activity or material	Sexual abuse and/or rape of educator / staff member / learners.	-240
4.24	Immoral/obscure/ illegal activity or material	Creating / distributing or threatening to distribute false or real pornography or explicit images without a person's consent / knowledge, also known as "non-consensual pornography" or "revenge pornography".	-240
4.25	Phone	Serious misuse of cell phone, violation of the POPI Act, taking videos or "sexting". Cyber bullying and/or filming fights / bullying / assault whether fiction or reality, and its posting or distribution on the internet or any social media platform. Cell phone will be confiscated.	-240
4.26	Prohibited Substances	Unauthorized use / purchase / sale / possession of alcoholic substances/liquid containing alcohol and/or any other medicine / intoxicant and/or distribution thereof and/or advertising thereof in any manner including any online platform or social media.	-240
4.27	Prohibited Substances	Refusal to undergo drug testing, or any delaying techniques used to avoid being tested. Refusal will be viewed by the school authorities as a positive outcome of drug use.	-240
4.28	Search	Refusal to be searched.	-240
4.29	Prohibited Substances	Unauthorized use / purchase / sale / possession of illegal drugs / drug paraphernalia or under the influence of illegal drugs or test positive for the use of illegal substances.	-240
4.30	Immoral/obscure/ illegal activity or material	Any spiritual activities that disrupt class attendance or lead to emotional or physical discomfort in learners. These include satanic practices / witchcraft / cultural practices that damage property and/or cause emotional stress or harm to any person or animal.	-240
4.31	Theft	Trespassing / burglary / theft / criminal action or activities / possession of stolen goods.	-240
4.32	Discrimination	Serious discrimination (race/gender/religion). Serious anti-social behaviour e.g. hate speech / discrimination / sexism / racism / intimidation / harassment / mental / emotional bullying or violation of human dignity.	-240
4.33	Common law / Criminal law	Any misconduct punishable under common law. Conviction of any criminal offense.	-240

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DISCIPLINARY PROCEDURES

Depending on the degree of seriousness of the violation, it may result in immediate temporary suspension for a maximum of 7 school days followed by a SGB hearing and a complaint(s) under the Code of Conduct. Reporting the case to the South African Police Service is also possible.

Demerit points for each transgression is communicated via SMS to parent(s)/guardian(s). (-10 up to -80 points).

First written warning to parent(s)/guardian(s): -90 points

Intervention 1: -120 points (Grade guardian + parent/guardian + learner + relevant staff)

Demerit points for transgression is communicated via SMS to parent(s)/guardian(s). (-130 up to -200 points).

Second written warning to parent(s)/guardian(s): -210 points

Intervention 2: -240 points (Grade guardian + parent/guardian + learner + relevant staff)
Possible Disciplinary Hearing

Sanction	Immediate Action (Category A)	Internal Intervention / Hearing (Category B)	Disciplinary hearing (Category C and D)
Written warning after 90 demerit points	X	X	X
Confiscation	X	X	X
Suspension of privileges	X	X	X
Report completed for 2 weeks	X	X	X
School service	X	X	X
Counselling and mentorship		X	X
Repair or replacement of damage		X	X
Compensation		X	X
School suspension	Maximum of 7 school days		
Suspension			X

Refer to the Code of Conduct for Learners for the full policy.

APPEARANCE AND DRESS CODE

General

Learners of Hartbeespoort High School are image bearers of a well-ordered school community. A learner who wears our school uniform correctly and neatly can be looked upon with so much pride. The overall impression should be neat, and the hairstyle should not attract unnecessary attention. While learners are dressed in the school uniform or any part thereof that is sufficient to identify them with the school in public, or while learners represent the school, either directly or indirectly, as participants, supporters, helpers, spectators or otherwise, they must comply with the rules of uniform and appearance.

It is expected that all learners, appearing in the prescribed school uniform, strictly comply with the requirements while on the school premises and in any public place.

1. Only the prescribed school uniform must be worn during school hours and with other school activities as determined by the SGB.
2. School uniforms must always be clean and tidy.
3. It is a violation of the code of conduct for a boy to wear girls' clothing or a girl to wear boys' clothing on school premises or in public.
4. No examination, competition, function or performances are considered valid reasons to grow hair or to violate appearance and dress code rules for boys and girls.
5. The school uniform and appearance rules always apply when learners are wearing school uniform or casual wear.
6. The SGB may, at its discretion, grant permission for learners to wear casual wear on certain occasions. Please note that all school rules still apply.

DRESS CODE: BOYS

BOYS	SUMMER	WINTER
Shirts	Blue school shirt with a collar. Service council: White school shirt with a collar. Shirt should always be neatly tucked in. If necessary, a plain white undershirt may be worn under the school shirt that is not visible under any circumstances.	Blue long-sleeved school shirt with a collar and tie. Service council: White long-sleeved school shirt with a collar and tie. Shirt should always be neatly tucked in. If necessary, a plain white undershirt may be worn under the school shirt that is not visible under any circumstances.
Pants	Short or long grey school pants (NO change to the cut of the pants). Pants should fit neatly. Grey or black belt.	
Shoes	Lace up black school shoes. No thick soles, sneakers, boots, "vellies" (veld shoes), suede, other colours or coloured inserts, high heels, pointy shoes will be allowed. School shoes must always be fastened.	
Jerseys and scarfs	School pullover as supplied by the supplier. Long-sleeve school jersey. Sleeves may not be pushed up or rolled up. (School shirt is compulsory under a pullover or jersey). Prescribed jerseys include: • Grade 12: Light blue jersey. • Grade 8 – 11: Blue school jersey as supplied by the supplier. • Service council: White jersey for elected service council members. Only a royal blue or white scarf is permitted, as supplied by supplier.	
Tie	Prescribed school tie is mandatory in winter. Prescribed school ties include: • Grade 12: Limited to Grade 12 learners. • Grade 8 – 11: Prescribed school tie as supplied by supplier. • Service council: Service council tie for elected service council members. • 1st team tie: Selected 1st team player(s) on the specific day and only on the day a specific game is played. Refer to Sport and Extra-curricular activities. The shirt should be able to button to the top so that the tie shows neatly. The tie may not be partially loosened – not even outside school hours while the learner is dressed in school uniform and must be an acceptable length.	
Blazer	Blue school blazer as supplied by the supplier.	
Socks	ONLY grey school socks.	

APPEARANCE AND DRESS CODE

DRESS CODE: GIRLS

DAUGHTERS	SUMMER	WINTER
Skirts	Blue school skirt as supplied by the supplier. Skirts should not be shorter than 6cm from the ground when the girl is on her knees. NO change to the style or cut of the skirt.	
Shirt	Blue short-sleeved school blouse with a collar. Service council: white school blouse with a collar. Shirt should always be neatly tucked in. Appropriate underwear of the right colour.	Blue long-sleeved school blouse with a collar and tie. Service council: white long-sleeved school blouse with a collar and ties. Shirt should always be neatly tucked in.
Trousers	Grey school trousers. Pants should fit neatly. NO changes to the cut of the trousers.	
Socks	Short white socks folded over.	Royal blue tights (as supplied by supplier) should be worn with school skirts. Grey socks worn with trousers.
Shoes	Black school shoes (with straps or laces). No thick soles, sneakers, boots, “vellies” (veld shoes), suede, other colours or colour inserts, high heels, pointy shoes will be allowed. School shoes must always be fastened.	
Jersey and scarf	School pullover as supplied by the supplier. School jersey. Sleeves may not be pushed up or rolled up. (School shirt is compulsory under a pullover or jersey). Prescribed jerseys include: • Grade 12: Light blue jersey. • Grade 8 – 11: Blue school jersey as supplied by the supplier. • Service council: White jersey for elected service council members. Only a royal blue or white scarf is permitted, as supplied by supplier.	
Tie	Prescribed school ties in winter are mandatory. Prescribed school ties include: • Grade 12: Limited to Grade 12 learners. • Grade 8 – 11: Prescribed school tie as supplied by supplier. • Service council: Service council tie for elected service council members. • 1st team ties: Selected 1st team player(s) on the specific day and only on the day a specific game is played. Refer to the Sport and Extra-curricular activities. The shirt should be able to button to the top so that the tie shows neatly. The tie may not be partially loosened – not even outside school hours while the learner is dressed in school uniform and must be an acceptable length.	
Blazer	Blue school blazer as supplied by the supplier.	
Hair Decorations	Hair accessories should be practical in the colours of blue, yellow or white, brown or black or transparent. Hair accessories should complement the school uniform and should not be extravagant. • No shiny accessories (e.g., pearls or diamante) on headbands or alic bands. Learners may wear a simple hair pin (in the colours as set out above). • Headbands should not exceed 5 cm.	

APPEARANCE AND DRESS CODE

Hair: Boys

- Hair should be always worn in a neat style.
- Only a short cut is allowed. Hair may not touch or cover the ear or the collar.
- Boys' hair must be cut according to the instructions below:
 - The fringe should not touch the eyebrows or be excessively long. Foreheads need to be clean.
 - The hair must be cut in such a way that it is either equally short everywhere or short on the side and gradually lengthens upwards, within the limits of this code.
 - NO tattoos, patterns or lines are allowed to be cut or engraved on the head or eyebrows.
 - "Afro" hairstyles must not impede another learners' ability to see in class. It should be trimmed to a neat and acceptable level.
 - Plaiting, braided, twisted hair as well as dreadlocks are allowed if it conforms to the hair rules.
- **Hair one shade lighter or darker than natural hair colour is allowed (blonde, brown, auburn, or black).** Hair may not be coloured unnaturally. Any colour must be maintained. Regrowth of more than one centimetre is not allowed.
- NO beads are allowed.
- NO hair extensions or accessories are allowed.
- NO long sideburns, beards or moustaches are allowed.
- Sideburns should not be worn lower than the middle of the ear and should be cut short.
- No wigs are allowed without the written permission of the SGB.
- Learners who want to shave their hair off must obtain permission from the principal.
- **Any discrepancies regarding hair will be assessed by a panel of three male staff or SGB members and their decision is final.**

Hair: Girls

- Hair should be always worn in a neat style.
- Once the hair touches the collar, it must be tied so that no hair is loose.
- NO fringes may hang over the eyebrows or in the eyes. It should be pinned back with no more than three to five clips which matches the colour of the hair (black, gold, brown or transparent).
- NO hair is allowed to cover the face.
- Braids and "dreadlocks" are allowed but must always be kept clean, tidy and tied.
- The volume of hair extensions is limited to a neat, acceptable length, which is no longer than the waist when tied.
- **Hair may not be longer than the waistline when it is tied.**
- "Afro" hairstyles must not impede another learners' ability to see in class. It should be trimmed to a neat and acceptable level.
- NO tattoos, patterns or lines are allowed to be cut or engraved on the head or eyebrows.
- **Hair one shade lighter or darker than natural hair colour is allowed (blonde, brown, auburn, or black).** Hair may not be coloured unnaturally. Any colour must be maintained. Regrowth of more than one centimetre is not allowed.
- NO beads are allowed.
- NO wigs are allowed without the written permission of the SGB.
- Only hair accessories (alice bands, scrunchies, ribbons and rubber bands) that are the same colour as the school colours (blue, white and yellow) may be worn.
- Learners who want to shave their hair must obtain permission from the principal.
- **Any inconsistencies regarding hair will be assessed by a panel of three female staff or BL members and their decision is final.**

APPEARANCE AND DRESS CODE

Jewellery

- Learners are not allowed to wear any accessories on the arms, legs or neck. Except in case of a recognized medical condition.
- NO jewellery such as rings, bracelets (elastic bands or leather) or chains, are allowed.
- Wristwatches are permissible, without any unnecessary decorations or "charms". "Smart watches" may be worn but may only be activated in accordance with the rules and conditions set out in the code. No smart watches may be worn during tests, assessments and/or examinations.
- Only signet rings for girls are allowed. Signet rings without a stone, on ring finger.
- No boy may wear a ring of any kind.
- Earrings: Girls may only wear a single (one) gold or silver stud or standard gold or silver ring may be worn per ear. It may only be worn in the bottom hole (should there be more than one hole in an ear). No stones or pearls are allowed.
- No earrings or decorations of any kind is allowed for boys.
- The wearing of body jewellery, such as nose, tongue and eyebrow rings or alike is prohibited when in school uniform, or when the school is represented during any activities in sport wear and if a learner can be identified with the school.
- No "pins" or transparent pins to keep hole(s) open are permitted.

Nails

- Fake and artificial nails are prohibited. No gel, acrylic, "French tips" or other decorations on nails.
- No nail polish may be worn.
- Nail length – nails should not extend over the fingertips, when the hand is turned.

Make-up

- No make-up – including at sporting events, unless the principal gives permission for it due to special circumstances.
- No false eyelashes or eyelash extensions are allowed.
- Eyelashes may not be shaved off and no patterns in the eyebrows are allowed.
- Permanent eyeliner, microblading and powder eyebrows are not allowed.

Sports and extracurricular activities

There is official, approved sportswear for all sports, for boys and girls respectively. NO other alternative wear is permitted during school/sporting events.

Approved dress codes during normal school hours, ONLY for players selected for 1st teams for that specific day and only on the day a specific game is played:

Hockey: Long, white socks and 1st team tie.

Netball: Short white socks ("Harties Netball") with 1st team tie.

Rugby: Rugby "cap" with 1st team tie.

1st Team ties may only be worn on match days by selected 1st team players or on the Friday before a Saturday game.

The school does NOT recognize "1st team jackets" or any unofficial attire that is not approved by the SGB.

First teams must travel to and arrive at games in their FULL school attire and change into their game wear on the stipulated time or as arranged by the coach.

It is a violation of the dress code if a boy wears girls' attire (sport uniform) and any girl wear boys' attire (sport uniform), either at school or in public.

Absenteeism

Only a valid doctor's letter will be accepted when a learner is absent during a test or examination, speech or PAT. The grade guardian and subject teacher must be informed if the learner is ill and will miss a test or examination. The doctor's letter must be handed in at the register teacher as soon as possible.

It is the duty of every learner to catch up on any outstanding work, which he/she missed during absence.

The principal/his proxy and/or an educator reserves the right to inquire about the reason for absence, especially after an absence of three (3) consecutive days, if the school has not been informed of the reason for the absence.

Arriving late at school

For any absences, the learner must submit a letter of apology from the parent(s)/guardian(s) to the register teacher. If the learner fails to hand in the letter, he/she will receive -10 debits on the disciplinary system.

Signing out early

If a learner knows at the beginning of the school day that he/she will be signed out early, a letter from the parent(s)/guardian(s) must be submitted to the office during the register period. The office will inform the staff that the learner will be signed out early.

If a learner falls ill during the school day, the learner must receive written permission from the register teacher. The office will then notify the parent that the learner is ill.

If a learner has to be signed out early for any unplanned reason, the parent(s)/guardian(s) must PERSONALLY sign out the learner. Should someone else sign out the learner, the parent(s)/guardian(s) must give written permission (e-mail is allowed) for the learner to leave the school with the approved person (no WhatsApp or SMS will be accepted).

Please refer to the Code of Conduct for learners who fall ill during school hours.