



AFTERCARE CODE OF CONDUCT

Rules of Aftercare

The learner must learn and accept that his/her conduct may not harm other aftercare members. On his/her way to adulthood, the learner will constantly be confronted with society's norms, which he/she should strive to comply with unconditionally.

Learners must understand that disciplinary action will be taken if they do not adhere to the school's code of conduct or rules.

1. School property and other persons' belongings may not be stolen or damaged. Parents will be liable for damage caused by a learner to such property.
2. Learners are responsible for their own belongings, which should be clearly marked.
3. No learner may leave the aftercare premises without the consent of the parents and educators.
4. Aftercare learners may not wander about the school grounds of MCS without good reason.
5. Learners must clock in at the aftercare when school is adjourned and will only be allowed to attend extra-mural activities if parents confirm such activities may be attended.
6. Strangers may not pick up learners unless a prior arrangement has been made.
7. Learners may not wait for parents outside the aftercare premises. If a learner needs to be picked up urgently, a parent or guardian must inform Aftercare.
8. No dangerous games, dangerous toys, weapons, pornographic material, smoking, tobacco products, alcoholic beverages or drugs are allowed on the aftercare premises.
9. No indecent acts or acts of a sexual nature will be tolerated.
10. Bullying, crude language, fighting, stone-throwing, victimisation, intimidation, and any other anti-social behaviour are strictly forbidden.
11. Every learner has the responsibility to report any transgressions of the rules.
12. Cell phones, iPads, tablets, and similar devices may not be used to photograph, video or voice record any other student or staff member.
13. Homework rules must be obeyed. Learners must be quiet and refrain from distracting each other whilst completing homework.
14. Completing homework is compulsory unless a child is collected early or does not attend aftercare, in which case it will be the parent's responsibility to ensure homework is complete.
15. Learners must avoid dishonesty regarding homework, projects, speeches, and tests. Aftercare staff will not be liable for incomplete work due to a student's dishonesty. Learners are ultimately responsible for their own homework.
16. Learners must be friendly and courteous to everyone and show respect for themselves, each other, the educators, and their parents.
17. Our aftercare custom is to greet one another in a friendly manner.
18. The learners' clothes must be neat and suitable for outdoor play. Girls should wear pants or pants under their skirts. Provocative clothing will not be allowed. Girls must wear appropriate underwear. If any learner's clothes are not suitable for outdoor play, he/she will not be allowed to play outside.



1. THE PURPOSE OF THE CODE OF CONDUCT

The Code of Conduct aims to create a disciplined and functioning aftercare environment that promotes emotional and academic enrichment.

It is, therefore, aimed at:

- The promotion of positive discipline.
- The acquisition of self-discipline.
- The promotion of self and mutual respect.

The Code of Conduct provides for the rights of the individual but also observes the rights of the group and the aftercare. It serves as a measure to create boundaries within which the learner can feel secure, where a healthy and undisturbed learning culture can be established, and where the rights of the aftercare invigilators are protected.

2. MEASURES TO UPHOLD HEALTHY DISCIPLINE

The application of this disciplinary policy is based on reasonableness and fairness. Should a learner fail to obey the code of conduct and the rules, disciplinary steps will follow against such a learner.

In the event of repeated transgressions, the following steps will be taken successively:

1. The educator will engage in a conversation with the learner.
2. The learner will be made to sit apart from the others.
3. The learner will be given extra work.
4. The parent(s)/guardian will be contacted.
5. The learner will receive a final written warning.
6. The learner will be suspended.

3. ETHOS

The parents, staff, and learners accept the following:

1. Smarties Aftercare is founded on mutual respect.
2. The upbringing of the learners remains the primary responsibility of the parents, who are responsible for disciplining their children in partnership with the aftercare invigilators.
3. The Code of Conduct will be applied firmly but in a spirit of goodwill, love, and support.
4. The interests of the aftercare facility receive preference over individual interests and demands.
5. The cooperation of the learners and parents is crucial to upholding high standards, healthy discipline, good order, and the physical and emotional safety of all who use this facility.



4. MAINTENANCE OF DISCIPLINE

All disciplinary actions must comply with the following:

1. It must be fair and reasonable.
2. The punishment must discipline the learner but not cause physical or psychological harm.
3. The punishment must fit the transgression.
4. There must be transparency.
5. The learners must be fully informed of the requirements of acceptable behaviour and the consequences of any misbehaviour.
6. The disciplining of a learner is conducted in partnership with the parent(s)/guardian as the person(s) primarily responsible for the upbringing of the learner.

5. MEASURES TO PROMOTE GOOD DISCIPLINE

1. Disciplining must conform to the educational requirements of understanding, trust, and authority.
2. Neatness, orderliness, punctuality, perseverance, and honesty must continuously be impressed upon the learners.
3. Reprimanding must be done in a firm but sympathetic manner.
4. The contents of the Code of Conduct must be impressed upon the learners.
5. The exercising of discipline must be invariably conducted by the aftercare invigilators.
6. The conduct of the aftercare invigilator must always be that of a disciplined person with a strong sense of responsibility, punctuality, and orderliness.

Please go through the rules in this document with your child.