



POTCHEFSTROOM

HIGH SCHOOL FOR BOYS

This is a brief, but IMPORTANT reminder of what it means to be a Collegian and how to conduct yourself as a true gentleman of College.

This document and all its contents are extracted from the Code of Conduct as revised in 2022.

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Familiarise yourself again with your role and purpose at this academic institution. The full code of conduct will be revised in January 2023 by the school head of discipline, and the teacher- and SGB discipline committee and the complete code of conduct will be available to every parent and learner.

Vision:

To be a public school of choice for young boys to develop into well-rounded gentlemen and productive members of society.

Mission statement:

Potchefstroom High School for Boys will provide all-round education and skills in an environment in which boys are nurtured into becoming young gentlemen and productive citizens, with lifetime loyalty to the school.

Values:

- Respect (Yourself, your community, your education)
- Service (A helping hand)
- Commitment (Your word is bond)
- Team (College in Union)
- Manners (Touch of class)
- Courage (College guts)
- Integrity (The truth sets you free)
- Tolerance (All for one and one for all)
- Self-discipline (College spirit)

LM van der Merwe (Mrs)
(Principal)

C van Niekerk (Mrs)
(Head of Discipline)



Part 1

Code of Ethics

Potchefstroom High School for Boys has a rich and venerable tradition. The school and the College boys are an ordered community and always act in a disciplined manner – this promotes achievement, and the establishing of a community of caring human beings. Self-discipline is of prime importance and thus, we always strive towards this goal to our own advantage and to the advantage of others.

I hereby solemnly commit myself to the Constitution of the Republic of South Africa, and undertake to respect, comply with and promote the law and the legal system.

The co-operation of every single College boy, parent and teacher is essential in order to strive in an unrelenting, persistent manner towards establishing a disciplined environment, which is ultimately to the advantage and enrichment of every College boy. Discipline must be, and is aimed towards preparing every College boy for life. To discipline, means to educate.

Punishment is but a temporary part of discipline; it is a short-term measure to reinforce the concept of what constitutes unacceptable behaviour.

Discipline is the responsibility of:

- The parents
- The individual learner
- The matric council
- The staff
- The housemasters
- The principal

At **Potchefstroom High School for Boys** we strive towards a culture of effective education, where the subject content is unlocked for the learners in a disciplined teaching and learning environment. It must be enjoyable to teach and receive education in a disciplined, positive class atmosphere.

These values and norms for the behaviour of both teachers and College boys must be in accordance with the Education Act: "A non-racial, democratic and dynamic education system, which empowers us to be responsible adults, parents and members of the society". That, briefly, is the unique environment of Potchefstroom High School for Boys High.

The governing body and the school have a legal duty to protect the rights of all College boys and teachers in establishing a harmonious and humble relationship, within which mutual respect between teachers, learners and parents can exist. Co-operation and trust must exist during the teaching and learning process. In addition:

- To educate the College boys toward responsible and independent decision-making, the parents/guardians must co-operate dynamically.
- To create and promote a strong realisation of duty among the College boys, as there is a strong link between a weak sense of responsibility, unacceptable behaviour and slow progress at school.



Parents should:

- Actively support the efforts of the school and its staff to educate their sons, which includes assisting them to be disciplined and to understand the reasons for discipline;
- Support the disciplinary structures and procedures of the school;
- Support the school in its efforts to apply discipline effectively and firmly;
- Assist in ensuring that their sons understand and abide by the rules and regulations of the school;
- Assist the school in applying any disciplinary measures meted out for offences.

Learners are expected to:

- Comply with instructions from staff, senior learners and any other school officials;
- Behave responsibly and not endanger the safety, welfare and rights of others;
- Respect and care for the property of the school and others;
- Be courteous and respect the dignity and self-worth of others;
- Behave honestly and conduct themselves with integrity;
- Be punctual and accept the timekeeping practices of the school;
- Respect the privacy of others and their possessions;
- Understand that while at the school or under school control, the principal and staff act in loco parentis and have authority to act when the learner puts himself in a position of any danger;
- Appreciate and understand that rights include the rights of other learners, staff and the school to enjoy being part of an ordered and disciplined environment where learning can take place;
- Accept legitimate disciplinary action taken against them when necessary.

LEARNER (*name & surname*)

LEARNER (*sign*)

PARENT/ GUARDIAN (*name & surname*)

PARENT/ GUARDIAN (*sign*)



PROFILE OF A “POTCHEFSTROOM HIGH SCHOOL FOR BOYS GENTLEMAN”

A gentleman of College:

- always greets.
- says “thank you” and “please.”
- stands up and greets when an adult approaches.
- takes pride in his appearance: attends to personal hygiene, shaves, polishes his shoes, ensures that his uniform is impeccable and in order, does not wear jewellery at school,
- takes pride in his use of language.
- does not litter, but picks up litter.
- keeps lavatories clean and smoke-free.
- takes care and looks after his own property.
- respects the property of others.
- respects “no cellphone” zones.
- respects classroom- and other areas’ rules.
- participates in school activities.
- is punctual for class, practices and fixtures or performances, appointments, including detention or any school activity.
- does not borrow from someone without permission or steal.
- does not visit the Tuck Shop during class time.
- does not bunk class.
- does not bunk school or make appointments for during school hours.
- does not leave class without permission
- does not leave class before the bell has rung for the next period.
- does not leave school grounds before the bell has rung at the end of the school day.
- respects and does not enter or loiter in out-of-bounds areas on the school premises.
- listens to intercom announcements.
- respects the Creator, teachers, adults, his fellow Collegian and others.
- does his homework regularly and diligently.
- apologises when he is in the wrong.
- accepts his punishment.
- assists teachers whenever he can.
- does not fight or bully others – especially on the school premises.
- does not smoke/ vape or use any drug or similar substance and any alcohol on the school premises.
- (and his parent) will ask formal permission (and prior) for a pardon from the head of discipline/ principal/ deputy principal.
- will value and respect the traditions of College.
- will present and maintain exemplary behaviour on and off the school premises.



Dress Code and Appearance:

I pledge to uphold the code of conduct regarding the following dress code and appearance code:

- I. I will wear the required school uniform (and this for SUMMER when I return):
 - White school shirt (no printed vests/printed T-shirts may be worn underneath)
 - Grey school pants
 - Grey school socks
 - Brown school shoes (not red)
 - Brown belt
 - School tie (it needs to touch your belt)
 - Jersey with blazer or just a pullover

NOTE: no jersey without a blazer, no jacket/ track suit top
- II. School wear will be clean and neat at all times.
- III. No beanies, hats or headgear of any kind are allowed inside the class or any other venue.
(No beanies may be worn during Summer & Autumn; no hats during school)
- IV. Hair: hair must be neat and combed, and may not be longer than 2cm.
**No dreadlocks are allowed, as well as no shapes cut into hair.
- V. No facial hair may be visible – learner must be fully shaven.
- VI. All jewellery items, such as rings, bracelets (elastic or leather) or chains are prohibited; No traditional arm bands are allowed (unless written permission was granted by the head of discipline prior to the start of the new school year).
- VII. Wrist watches are allowed, but no smart watches of any kind.
- VIII. The wearing of body jewellery, such as nose, tongue and eyebrow jewellery is strictly prohibited. (You are NOT allowed to just cover it with a plaster.)
- IX. No other studs or gems will be allowed. (You are NOT allowed to just cover it with a plaster.)
- X. Nails: nails may not extend beyond fingertips; nails may not be coloured with gel, nail polish, tippex, koki or in any other way.



Please return this signed pledge
of the "COLLEGE GENTLEMAN
PROFILE" before/on the
6th of February 2023.
Hand it in to your appointed
register teacher.

I hereby solemnly commit myself to:

- adhere to this PROFILE of a College Gentleman and all it entails;
- maintain high moral and ethical standards;
- strive for conduct that is responsible at all times and that enhances the credibility of the school;
- do my school work diligently, conscientiously and with dedication; and
- display the necessary courtesy and respect towards all staff, fellow learners and visitors.

I subject myself to any disciplinary measure should I fail to comply with any provision or measure contained in this set profile of a College Gentleman.

SIGNED AT _____ ON THIS _____ DAY OF _____ 20__

LEARNER (*name & surname*)

LEARNER (*sign*)

PARENT/ GUARDIAN (*name & surname*)

PARENT/ GUARDIAN (*sign*)

PARENT/ GUARDIAN DETAILS:

Cellphone number (1)		Work number	
Cellphone number (1)		Email address	

LM van der Merwe

LM van der Merwe
(Principal)

C van Niekerk

C van Niekerk
(Head of Discipline)



Part 2

Code and Rules of conduct

3. General rules

- 3.1 Learners will be good ambassadors of the school, and will conduct themselves in accordance with the school's code of conduct at all times.
- 3.2 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, and spectators or otherwise, learners will refrain from any conduct that could bring the school, staff or their fellow learners into disrepute.
- 3.3 In their interaction with the principal, deputy principal, educators, parents or other staff members of the school, learners will be courteous and respectful at all times and will refrain from any action that constitutes disrespectfulness or rebelliousness.
- 3.4 In their interaction with one another, learners will practise self-restraint as far as possible, and will display mutual respect and tolerance. In particular, learners will refrain from any action aimed at harming, or that could possibly cause harm to, any other individual's physical, spiritual and moral well-being. Any sexual or improper physical contact or implication between learners on school/hostel grounds, or in any other place where they could be identified as learners of the school, is strictly prohibited.
- 3.5 A school educator will 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.
- 3.6 Learners may not eat or drink in the classroom, school hall or library. The chewing of gum during school activities is prohibited.
- 3.7 The use of cell phones during school assemblies and any school activities is strictly prohibited. Calls may be made in emergencies only with the permission of the educator/staff.
- 3.8 The smoking, possession and/or use of tobacco and vape products, liquor, other alcoholic substances, marijuana or drugs during any school activity, or when learners are dressed in school uniform, or on the school grounds, are strictly prohibited.
- 3.9 Any activities that can be construed as gambling are strictly prohibited.
- 3.10 In case of a reasonable suspicion that learners have violated this code of conduct or the laws of the country, the school principal 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. Potchefstroom High School for Boys is a drug-free and weapon-free area and anyone, including visitors to the school, can be subjected to random search siege procedures. If a learner refuses to be searched the SAPS will be contacted to conduct the search.



The SGB executive can give permission for the SAPS to do a random search of the hostel/school.

- 3.11 Any conduct that unfairly prejudices the administration, discipline or efficiency of the school will be regarded as a violation of this code of conduct.
- 3.12 A conviction of a criminal offence in a court of law will be regarded as a violation of this code of conduct.
- 3.13 Any posting of information or photos on any of the social networks that prejudices the name of the school can be used as evidence in a disciplinary hearing/process.

4. Discipline

If any learner at a school conducts himself in such a manner that his education and/or that of other learners, the school environment, the good name of the school, the maintenance of order and discipline at the school or the proper continuation of the work of the school is harmed or could be harmed, disciplinary measures can be taken against such learner, which may include:

- 4.1 withholding of privileges by the principal or an educator authorised by the principal for that purpose
- 4.2 suspension or expulsion from the hostel
- 4.3 suspension or expulsion from school (Subject to Departmental processes).
- 4.4 disciplinary measures must be administered in a reasonable and discerning manner, must have reference to the transgression which has been committed and must serve mainly as a correctional measure in the interest of the learners, the maintenance of discipline and the good name of the school.
- 4.5 The learner's behaviour is the responsibility of the parent and the parent must be involved and notified of any transgressions of the learner.
- 4.6 Any disciplinary measure imposed must be entered in a discipline register.
- 4.7 The co-operation of every single College boy, parent and teacher is essential in order to strive in an unrelenting, persistent manner towards establishing a disciplined environment, which is ultimately to the advantage of every College boy. Discipline must be, and is aimed towards preparing every College boy for life. To discipline, means to educate. Punishment is but a temporary part of discipline; it is a short-term measure to reinforce the concept of what constitutes unacceptable behaviour.



Discipline is the responsibility of:

- The parents
- The individual learner
- The matric council
- The staff
- The housemasters
- The principal

Conclusion

According to the South African Schools Act (SASA) 6.1, the parent is ultimately responsible for the learner's behaviour and as such must attend the disciplinary hearing.

Failing to do so will result in the postponement of the hearing. If the parents/guardians are not present at the second hearing, the learner will be suspended from the hostel but NOT FROM THE SCHOOL until such time that a disciplinary hearing can take place with all parties present.

Parents must please note that the school and hostels have CCTV cameras and the recorded evidence can be used as evidence at a disciplinary hearing.