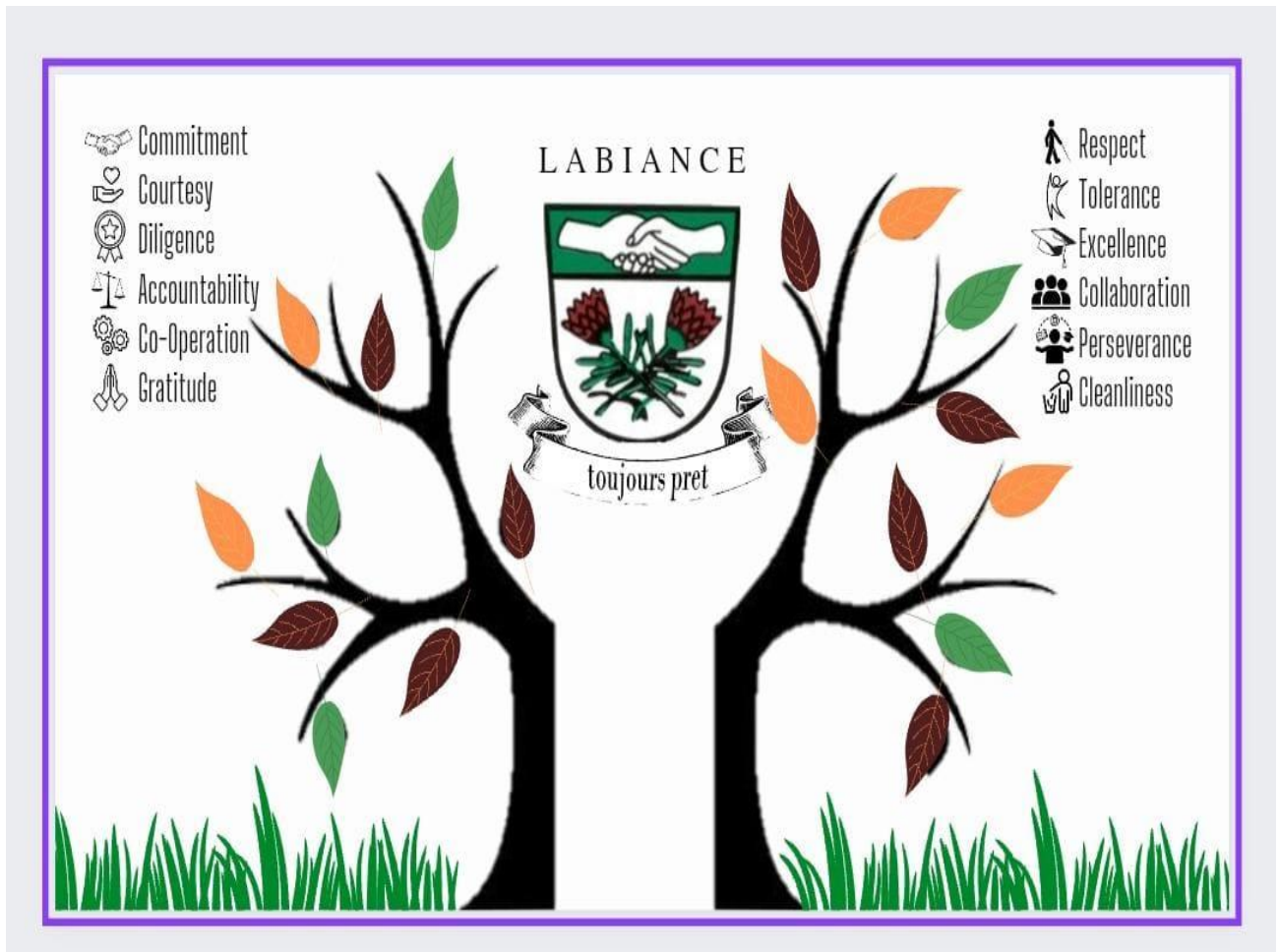


LABIANCE PRIMARY



PROSPECTUS 2023

ACTING PRINCIPAL : C Roodt
ACTING DEPUTY PRINCIPAL : J Benting
DEPARTMENTAL HEADS : A Nel - Foundation Phase
ACTING : S JV Rensburg - Intermediate Phase
ASSISTANT DEPARTMENTAL HEAD : K VD Westhuizen - Senior Phase

SCHOOL SONG

Our school Labiance, your white walls
Are a fortress strong, and tall,
Where you rear a nation's children,
Well-prepared to play and toil.

Search for all God's given talents
Of muscle, heart and mind
Forge them into living assets
Of a nation proud and kind.

Therefore let us fill the wide plains
With our clear and ringing call,
In our growth and our endeavor,
Let us stand prepared for all!

Music : Dirkie de Villiers

SCHOOL MOTTO

Toujours Prêt = **Always Prepared**

SCHOOL PRIDE

The education of our learners is the common goal and responsibility of the parental home, the school and each learner. It would be greatly appreciated if you would make the Labiance Primary School Mission a personal commitment so that together we can work towards a sense of pride in our school.

SCHOOL VISION :

LABIANCE LEARNERS FIRST

SCHOOL MISSION :

LABIANCE PRIMARY SCHOOL,
with Christian Values (also accommodating other religions), mutual respect
and professionalism as a basis, strives to:

Prepare our **learners** to be balanced citizens, who are independent, responsible and creative.

Facilitate excellence in **learning**.

At all times have professional **educators**, who are well-resourced and put the needs of the learners first.

Have a positive and supportive **parent community**.

Have a self-motivated, capable and conscientious **support staff**.

Have a **School Management Team** that sets the example at all times.

Maintain a well-equipped, clean, safe and functional **learning environment**.

Uphold relationships with the **Labiance Community** and other communities to ensure mutual support.

LABIANCE VALUES

JANUARY: **COMMITMENT**
FEBRUARY: **COURTESY**
MARCH: **DILIGENCE**
APRIL: **ACCOUNTABILITY**
MAY: **CO-OPERATION**
JUNE: **GRATITUDE**
JULY: **RESPECT**
AUGUST: **TOLERANCE**
SEPTEMBER: **EXCELLENCE**
OCTOBER: **COLLABORATION**
NOVEMBER: **PERSEVERANCE**
DECEMBER: **CLEANLINESS**

LABIANCE PRIMARY SCHOOL PHASES

Foundation Phase	Grades R, 1, 2 and 3
Intermediate Phase	Grades 4, 5 and 6
Senior Phase	Grade 7

SCHOOL HOURS

TERMS	GRADE R	GRADES 1&2	GRADES 3 TO 7
1, 2, 3 and 4	07:40- 13:00	07:40-13:00	07:40-14:15

School gates open at 06:40 in the morning from Monday to Friday

ABSENTEEISM

When a learner has been absent from school, the parent/guardian must write the reason for the child's absenteeism in the diary homework book or email the class teacher. A doctor's certificate must be supplied after 3 consecutive days of absence. The date(s) on which the learner was absent must be clearly stipulated. **It remains the duty of the learner to catch up with all the work he/she missed while absent.**

EDUCATION FEES

In accordance with the education rules laid down by the State, parents are compelled to pay the tuition fees to the school. The fees are determined annually at a Budget Meeting held by the parents at the end of each year. Payments are either made in one lump sum or by debit order or EFT payment over ten months. Contact the Finance Office at enewman@labiance.co.za or call the school at 021-949 9740 and select the correct option for the Finance Department for more information. Alternatively, visit our school's website at www.labiance.co.za

PARENT MEETINGS

Parent information evenings are held at the beginning of the year so that parents and class educators may meet and be given vital information regarding the class management for the year ahead. Parent meetings are also arranged during the year to grant the parents the opportunity of meeting and discussing, with the relevant educators, the various aspects which concern the learners and their progress.

LEARNING SUPPORT (Gr R – 3)

Children with learning difficulties, as identified by our on-the-premises SBST (School Based Support Team), are withdrawn from classes for specialized assistance. Parents are to give consent for these classes.

LEARNING SUPPORT (Gr 4 – 7)

Intervention for English Home Language and Afrikaans First Additional Language will be done after school, for learners identified by the subject educators. Mathematics Intervention is done once a week, where a group of learners are withdrawn from the class. Parents are to give consent for these classes.

PSYCHOLOGICAL SERVICES

The school has access to a school psychologist, when needed.

AFTER-CARE CENTRE

The school has an After-Care Facility which runs from 12:45 until 17:30 every school day. A formal application form has to be completed every year. Availability is determined by limited space and right of admission is reserved. Preference will be given to applicants with brothers/sisters already in After-Care. Any queries regarding account payments and requests for and submission of application forms will be handled by Ms A Forbes. Contact Ms A Forbes at afortbes@labiance.co.za for ALL After-Care queries.

PREFECT AND LEADERSHIP DEVELOPMENT

The criteria for becoming a prefect are emphasized throughout the year. The Value- and Demerit System plays a vital role in short-listing possible candidates.

The nominees, who fit the criteria, are short-listed and a fair process of voting takes place. Learners have the opportunity to be chosen as prefects during their Grade 7 year by teachers who see leadership potential.

CRITERIA FOR PREFECTS

Leadership
Role model
Reliable
Responsible
Quality of work
Participation in school activities

CHANGE OF ADDRESS AND CONTACT NUMBERS

Please notify the school of any changes to your address, home, cell- or work telephone numbers, as well as new email addresses. This is vitally important in case of emergencies.

GENERAL SAFETY

- ❖ The school is under 24-hour **CCTV camera** surveillance for the protection of our learners and staff.
- ❖ We recommend that when you drive into Labiance, that you drive straight at the circle, and carry on along the High School (HTS) and then approach our school from the bottom of **Steinberg Street**. Intermediate and Senior Phase learners can be dropped and collected in front of the school. Foundation Phase parents can then turn left into **Alleyne Street** to drop off and collect learners, to better the flow of traffic. This means that you will **drop off and pick up your child on the side of the school so that they do not have to cross the road**. PLEASE refrain from parking in front of the driveways of residents.
- ❖ Do not enter the school grounds by car at all, except when invited to use the rugby field for parking on special occasions, such as Prize-Givings/Fun Days.
- ❖ **ENSURE THAT YOUR CHILD IS FETCHED NO LATER THAN HALF AN HOUR AFTER THE CLOSE OF A SCHOOL DAY OR AN EVENT. GATES WILL BE LOCKED THEN. CHILDREN STILL WAITING AFTER THAT TIME WILL BE WITHOUT SUPERVISION AND THE SCHOOL WILL ACCEPT NO RESPONSIBILITY FOR ANY INCIDENTS.**

USE OF SCHOOL GROUNDS AFTER SCHOOL

1. Only learners of Labiance Primary School may enter the grounds. Other learners are only allowed when taking part in sport/cultural events, acknowledged by the school.
2. Learners **MUST** be accompanied by parents/guardians if attending an event they want to support, especially in the evening. No learners will be allowed to enter the school without the supervision of a parent/guardian.
3. No learners are allowed near the school buildings unless enrolled at After-Care.
4. No learner is allowed on the grounds over weekends. Exceptions to the rule will be allowed on merit by the Principal.
5. No leaning or sitting against fences is allowed.
6. **DURING THE TERM, ALL LEARNERS MUST BE OFF THE PREMISES BY 14:45, IF THEY ARE NOT INVOLVED IN SPORT OR ENROLLED AT THE SCHOOL'S AFTER-CARE.** (As stipulated in "General Safety")
7. **Should any learner, not under supervision, be injured on the premises after school hours, the school and/or Department cannot be held responsible.**
8. During the holidays, no learners are allowed on the premises.
9. The School Governing Body or members of the staff have the right to ask anyone, not obeying the rules, to leave. Such cases are also to be reported to the Principal.
10. Learners may not disturb the public while waiting for transport, eg. by being noisy or playing in neighbours' gardens.
11. No holes may be made in the grass.
12. **Should a learner damage anything, his/her parents/guardians will be held responsible for replacing damaged goods or property/paying for it.**

DRESS CODE

You only need to buy the following pieces of clothing from the **official supplier**:

- A tracksuit for winter
- A shorts (boys) or a scooter (girls) for summer
- One formal green collar golf shirt.

All other clothing can be bought at a supplier of your choice.

Learners are allowed a **choice of white tops or “Think Green” T-Shirts** during the week, but must wear the **Official Labiance Golf T-shirt with the green collar** on days when it is Assembly. We appeal to you to ensure that **all clothing is clearly marked** and that the uniform is the correct one as stipulated. Neatly attired learners help to create an atmosphere of pride and respect as well as good discipline. **No deviation from the official uniform will be allowed. Only the official, registered uniform will be accepted.**

OFFICIAL SUPPLIER: School & Leisure, Shop 13, Willowbridge North, Carl Cronjé Drive, Tyger Valley. Tel: 021 – 914 0495

SUMMER	
GIRLS	BOYS
<ul style="list-style-type: none"> ➤ Green ‘skorts’ (pants/skirt) ➤ White official school golf shirt with green collar for Assembly. (Compulsory) ➤ Other options for tops: Think green T-shirts (order from school). White, Red and Green available Plain white Golf shirt. Plain white T-shirt Plain white school shirt ➤ White ankle socks (no stripes or secret socks) ➤ White takkies ➤ Bottle green school jersey ➤ Labiance cap ➤ Labiance schoolbag (Compulsory: order @ school) 	<ul style="list-style-type: none"> ➤ Green quantex shorts ➤ White official school golf shirt with green collar for Assembly. (Compulsory) ➤ Other options for tops: Think green T-shirts (order from school). White, Red and Green available Plain white Golf shirt. Plain white T-shirt Plain white school shirt ➤ White ankle socks (no stripes or secret socks) ➤ White takkies ➤ Bottle green school jersey ➤ Labiance cap ➤ Labiance schoolbag (Compulsory: order @ school)
WINTER	
GIRLS AND BOYS	
<ul style="list-style-type: none"> ➤ OFFICIAL Labiance tracksuit ➤ Shirts, as for summer, with a PLAIN WHITE polo-neck as an extra option ➤ White ankle socks (no stripes or secret socks) ➤ White takkies ➤ Bottle green school jersey ➤ Bottle green rain jacket ➤ Labiance beanie (available from school) ➤ Labiance scarf (available from school) ➤ Labiance beanie, scarf and gloves combo (available from school) 	

Grade R:

Learners must wear the **Official Gr R uniform** (Burgundy Golf shirt with green collar and green skorts for girls and green shorts for boys.) **Official Supplier** for this is **Wise Manufacturing**. Contact details : **Lisa Botha** at **076 502 2936**. All clothes must be clearly marked. Please provide an extra set of clothes in case of emergency. A sun hat for the summer is recommended. Learners must wear comfortable shoes.

At least **one** of the "Think Green" school T-shirts may also be purchased. The choice of colour (green, red or white) is yours. These are available at the Finance Department. However, the **Official Grade R uniform** **MUST** be worn for Assembly.

SPORTSWEAR

- Team players have specific outfits which are sponsored and remain the property of the school e.g. vests for athletics, jerseys for rugby and U/13 tops and skirts for netball. All other age groups for netball, play matches in their official green collar and skorts.
- Learners practice in their own comfortable shorts and T-shirts, as organized by coaches.

GENERAL NEATNESS

- **NO CHEWING GUM ALLOWED.**
- **HAIR MAY NOT BE BLEACHED, TINTED OR DYED**

GIRLS :

- Hair may not hang in the eyes.
- No wigs are allowed.
- Long hair must be tied back or plaited.
- Hair accessories must be white, bottle-green or burgundy.
- Earrings may be silver/gold. Small plain studs, small thin sleepers are allowed. **NO** other stones allowed.
- Only one earring per ear is permitted.
- No rings allowed.
- No make-up allowed. This includes lip gloss and mascara.
- Nails must be short and clean. Clear nail varnish is permitted.

BOYS :

- No patterns or lines may be shaved in hair or eyebrows.
- Hair may not hang over the ears, the collar or the eyes.
- **No pronounced 'steps' allowed. Top hair to be short, in proportion with sides and back of hair.**
- Hair gel is permitted.
- Nails must be short and clean.
- No jewellery, except watches permitted.
- Boys wearing their hair in a bun is not encouraged.

EXTRA-MURAL ACTIVITIES

All learners are expected to participate in school activities on offer at Labiance Primary School. Involvement encourages school pride, social skills and “esprit de corps”.

SPORT AND CULTURE

SCHOOL :

Sport: Athletics, Tennis, Cricket, Mini-cricket, Netball, Rugby, Cross-Country

Choirs: Learners are selected according to voice tests, to be members of a Junior or Senior Choir.

Eisteddfod: Learners are selected with the consent of their parents/guardians and are coached by the educators.

Chess: Learners are coached at school.

Glee Club: Learners are selected according to their singing, dancing and performing ability. Commitment to the Glee Club is compulsory for the year, if selected.

Book Club : Learners who show a keen interest and who are committed for the year, will be selected by the designated educator.

PRIVATE, BUT ON SCHOOL PREMISES :

Karate, Modern dancing, Ballet and Soccer.

SCHOOL RULES

1. All learners' books must be covered (this includes plastic) within two weeks of receiving them.
2. All stationery and other items (including clothing) must be clearly marked with learner's name and surname.
3. All school books must be treated with respect and if damaged or lost, must be replaced at the learners' or parents' expense.
4. All school property must be treated with respect and if damaged, parents will be held responsible for expenses incurred.
5. According to the National Education Policy “A parent is expected to
 - (a) ensure that the learner attends school daily, **on time and for the whole day**, unless there is a valid reason for absence;
 - (b) ensure that the learner is not taken out of school without valid reason
(family holidays are not a valid reason)
6. Learners who are ill may not be sent to school.
7. Parents must send a doctor's certificate, via email, to the class teacher, to inform the school about the reason for absenteeism.
8. Parents will be informed, by the secretary, to fetch their child, should he/she become ill at school.
9. A learner leaving the school during school hours **MUST** be signed out by a parent in the register at the Secretary's office.
10. **Under no circumstances** can a parent see a teacher without an appointment.
11. Learners who arrive late for school will be monitored. School starts at **07:40**.
12. No learner may leave the classroom without the permission of the teacher in charge of the specific lesson.
13. 'Outcards' must be used when leaving the classroom.

14. **Parents must purchase an A5 diary, with dates. Please ensure that the days of the week are indicated.**
15. **The official Labiance suitcase must be used.** (Available from the school).
16. The IT Centre may only be used by learners whilst under adult supervision.
17. Learners who bring cellphones to school, must switch cellphones off from entry onto school premises until they leave the premises again. Cellphones are the responsibility of each learner and must be kept hidden at all times. Cellphones will be confiscated should the rules not be followed and must then be collected personally by a parent. The same rules apply for Smart watches.
18. **Learners MUST wear the correct school uniform** with pride (including correct socks and takkies). Refer to SCHOOL UNIFORM on page 7.
19. The school currently has a Disciplinary System. The Value/Demerit forms must be kept in the learners' flip file, be available for parents and teachers daily and must be signed every THURSDAY to be handed in on FRIDAY mornings to be loaded.
20. Change of contact details must be given **in writing** to the secretary and class teacher.
21. Chewing gum, including sweets with gum in the centre, is not allowed at school at all.
22. Pack school bag according to the timetable and check beforehand for books and files needed for the day. All books do not need to be packed every day.
23. Show good manners at all times. Learners are an advertisement for their homes, parents and school.

04 November 2022

APPENDIX B

DISEASE	PATIENT MAY RETURN TO SCHOOL	CONTACTS MAY RETURN TO SCHOOL
Chicken Pox	On production of a medical certificate. Minimum period of exclusion 14 days from onset.	Immune contacts and other healthy contacts at once, provided they are kept apart from the patient.
Conjunctivitis acute	After complete recovery, with eyes no longer red or discharging.	Immediately.
Contagious impetigo	Immediately, if under appropriate treatment and affected parts are covered.	Immediately.
Diphtheria or membranous croup	If no discharge from ears or nose and on the production of a medical certificate after two negative nasal and two negative throat swabs taken at suitable interval. Minimum exclusion 28 days.	Immune contacts or contacts shown to be insusceptible to the disease immediately, after removal from the source of infection and proof that such contacts are not harboring the causative organism.
Enteric fever (typhoid and paratyphoid)	After three negative stools and urine, taken at suitable intervals, and the production of a medical certificate.	Immediately, except food handlers who may return only on the production of a medical certificate.
Gonococcal infection (eyes or genitals)	On production of a medical certificate.	Immediately.
Hepatitis infectious	After complete recovery. Minimum period of exclusion 7 days.	Immediately.
Leprosy	On production of a medical certificate.	Immediately.
Lice	After complete cleansing, and freeing of head, body and clothing of lice and nits.	Immediately, but keep under observation.
Measles	7 Days after appearance of the rash.	Immune and other healthy contacts at once. Susceptible contacts under the age of 5 years and susceptible contacts that are employees or a principal working with pupils under the age of 5 years – 16 days after removal from source of infection.
Measles, German (rubella)	On production of a medical certificate.	Immediately.
Meningitis, Meningococcal	On production of a medical certificate.	Immediately.
Mumps	7 Days after disappearance of swelling.	Immediately, but should be watched both by parents and teacher and excluded on appearance of any symptoms and / or swelling.
Plague	On production of a medical certificate.	12 days after removal from source of infection.