



MARITZBURG
COLLEGE

MARITZBURG COLLEGE PARENT CHARTER

I/we understand that I/we have rights and responsibilities as a parent/s of Maritzburg College.

I/we commit to working in partnership with the school to ensure the best school experience for our son and the continued smooth running of the school.

I/we acknowledge the rights and responsibilities detailed in this Parent Charter and agree to adhere to the procedures described in the Maritzburg College Parent Code.

General principles

- The all-round education of learners is the main objective of the school.
- The school's vision, mission, and values statements indicate how the school seeks to achieve this objective.
- Only through the maintenance of a trusting and harmonious partnership between learners, teachers and parents is the school able to accomplish its core purpose effectively for each learner.
- It is important that your son understands and sees daily that his parents support the school and are working together in his best interests. When parents and the school convey the same message, learners feel safe and secure at school and develop their confidence.
- Parents who are aggrieved by any issue should take up the issue directly with the person assigned to handle the type of issue and not make it a public matter involving those not directly concerned with it, for example, posting comments on social media or escalating the matter prematurely to higher authorities in the education department. (See: Maritzburg College Parent Code)
- In the event of parent conduct that disrespects the rights or reputation of any person, or disturbs the safety and discipline of the school, the school will exercise its legal remedies.
- The school is unable to be responsible for learners' safety outside the published school hours and supervision hours and when a learner is not involved in school activities.
- The school is unable to be responsible for the theft of learners' personal property, if not stored in the designated/monitored areas of the school.

School and Parents' Rights

The rights of the parents are entrenched in the South African Schools Act 84 of 1996 and national and provincial regulations in terms thereof. These include but are not limited to the right to:

- Apply for admission to any public school as dictated by law.
- Be nominated for election to the school governing body if they meet provincial requirements
- Vote at governing body elections and the annual general meeting of parents.
- Be updated on their child's academic progress (quarterly reports).
- Apply for fee exemption, which will be dealt with in accordance with legislation governing fee exemptions.

- Bring to the attention of the headmaster or designated authority of the school any matters or complaints regarding the running of the school.
- Appeal to the MEC for Education if their son is expelled after a disciplinary hearing.
- Visit the school, by appointment and following school procedures.

Parents have the right to expect the following of the school:

- Respect for and promotion of the values and rights of the Constitution of South Africa.
- Provision of a safe and disciplined learning and teaching environment.
- Supervision, as can be reasonably expected, of learners on the premises during school hours and at school activities.
- Prohibition of corporal punishment and initiation practices.
- Provision of a holistic education programme, including curricular, co- and extra-curricular programmes.
- Provision of consistent quality teaching, learning and assessment following the CAPS curriculum.
- Provision of academic support and enrichment classes.
- Provision of psycho-social support/pastoral care.
- Complaints of any sort to be addressed by the headmaster or a person designated by him/her speedily and satisfactorily, as far as it is possible to do so.
- Opportunities to meet or communicate in other ways with teachers and school management following the procedures in the Parent Code.
- Procedural and substantive fairness when decisions affecting learners are made.

Parents' Responsibilities

<i>Participation in school events:</i>	<ul style="list-style-type: none"> • Participate and vote in the election of the school governing body (once every three years) for which a quorum is required, and to attend and vote in the school annual general meeting and the school budget meetings. • Where possible, attend parent meetings that are called to discuss learner progress, to provide information, or to discuss special matters. • Attend fundraising and fun events and participate in their organisation, where relevant. • Watch your son's extra-curricular activities when spectators are welcomed, always adhering to conduct prescribed in the Parent Code and any other relevant policy. • Where relevant, participate in committees, task teams, or any other groups where your expertise and knowledge would benefit the school.
<i>Adherence to school codes, policies, and procedures:</i>	<p>For a disciplined and purposeful environment for learning, safety and the smooth running of the school parents are responsible for:</p> <ul style="list-style-type: none"> • Ensuring that their son knows and adheres to the Code of Conduct for Learners, including uniform rules, and understands that there are consequences for breaching the Code. Should any disciplinary measures be required, learners are best helped by parents being supportive and trusting of the school and helping their son handle the disciplinary intervention. • Adhering to the Parent Code. • Reading and adhering to school policies that are brought to the attention of parents from time-to-time. • Adhering to the procedures explained in the Code of Conduct for Learners and other related material.

<p><i>Access to the school:</i></p>	<ul style="list-style-type: none"> • The school is an illegal drugs-, smoking- and dangerous weapons-free area. • The school reserves the right to search any person entering the property. • Access is permitted according to the procedures of the school. • Parents are responsible at all times for the safety of any children/siblings who are brought onto the school property but who are not enrolled at the school. • Parents have a right to visit the school, by prior arrangement, but must understand that visits to classrooms during teaching hours is not permitted under any circumstances.
<p><i>Maintaining effective communication with the school:</i></p>	<ul style="list-style-type: none"> • Keep up to date about school matters by reading newsletters and other communications distributed by the school. • Respond when required to do so by returning reply slips, surveys etc. following the designated procedure. • Follow the communication protocol when wishing to have a matter of any sort addressed by the school, including making appointments. (As outlined in the Parent Code.) • Understand that teachers cannot respond to emails or telephone calls during the school day as they are teaching. The school will endeavour to ensure a response within 24 hours, unless the matter is obviously of a very urgent nature when it will be dealt with as quickly as possible. • Ensure the school has up-to-date contact details for at least three persons who can be contacted during and after school hours. • Inform the school within seven days of changing the home address or place of employment. • Upload the relevant communication App on your cell phone/computer in order to obtain the latest messages from the school.
<p><i>Attendance, punctuality, late arrival, and early departure:</i></p>	<ul style="list-style-type: none"> • Attendance at school every day is key to a learner's success. • Parents must ensure that their son attends every day unless there is a valid excuse. Please refer to the Code of Conduct for Learners for further details. • All learners enrolled at the school are expected to arrive at school before the first school bell at 07h30. • Late coming and early departure from school must be handled according to the procedure explained in the Code of Conduct for Learners. These occurrences must be restricted to the absolute minimum.
<p><i>Learner's absence for illness/injury and other valid reasons and absence for assessment tasks:</i></p>	<ul style="list-style-type: none"> • Keep the school informed of the nature and progress of a learner's illness/injury. • Where it is possible for a learner to do schoolwork at home/hospital, the school will provide assistance and support but will require the involvement of parents. • The rules relating to the missing of tests, examinations and assessment tasks are explained in the Code of Conduct for Learners.

<p><i>Supporting the learner in his academic work:</i></p>	<ul style="list-style-type: none"> • Learners benefit from their parents' support and interest in their academic work. This, however, does not mean parents must do the homework for the learner or take over the teaching. • Assist, where necessary, with drawing up a study plan. • In the event that a parent finds that he/she is having to teach his/her son curriculum content or doing assessment tasks at home, this must be brought to the attention of the designated staff member. • If the school suggests attendance at extra classes organised by the school (at no charge), ensure that your son attends these lessons. • Encourage reading for pleasure every day.
<p><i>Enabling the learner's participation in the total school programme:</i></p>	<ul style="list-style-type: none"> • Encourage and enable your son to participate in co- and extra-curricular activities.
<p><i>Informing the school of the learner's health and psycho-social needs and difficulties or unusual personal circumstances:</i></p>	<ul style="list-style-type: none"> • Inform the school immediately, if there are any circumstances that affect his health and general well-being. • Inform the school of any medical conditions that your son has that the school should know about, in case there is a need. • Ensure your son has the correct medication to manage a health condition and is able to administer to him or, if too young, provide the medication to the mentor teacher and request assistance. The school reserves the right to refuse to do this if the nature of the condition is such that a teacher cannot handle it.
<p><i>Payment of school fees (in a fee-paying school):</i></p>	<ul style="list-style-type: none"> • By law, fees are payable unless exemption has been granted in terms of the applicable legislation. • Exemption must be applied for annually. • Parents unable to keep up with payments must contact the school finance office as soon as possible to make arrangements.