



MARITZBURG COLLEGE

CIRCULAR TO PARENTS OF BOYS WHO WILL BE ATTENDING MARITZBURG COLLEGE IN 2025

Dear Parents and Guardians

We have come to the end of what has been a very busy and successful year overall and there has been so much to be grateful for and for which we can collectively celebrate. The year culminated in a glorious Christmas Carol Service with Laddsworth Primary School and Epworth High School for Girls joining our three choirs, string ensemble and jazz band at Hilton Christian Fellowship. Due to significant time restrictions, we were unable to hold our annual Prize-giving for the 2nd to 5th Form boys, but this will be held on Friday 24 January when we will also acknowledge our top performing NSC 6th Form boys.

The boys have now all received their final marks, and it is important that you and they reflect on their performance overall and where things may or could improve in 2025. If there are any academic issues or points of concern, please feel free to raise them at your earliest convenience through the Heads of Department, Housemasters or our Deputy Head of Academics, Mrs Jeanette Finnie.

MISSION AND GOALS FOR 2025

We are pleased to share with you our school mission and goals for 2025.

Mission

Maritzburg College is a leading South African school, whose community manifests a strong sense of heritage and belonging. We empower every boy to fulfil his unique potential and assume his place as a man of value in society.

Maritzburg College ensures a balanced, innovative learning environment; holistic care for every boy; an observance of a Christian ethos; and the pursuit of excellence in all endeavours through our Core Values.

School Wide Goals 2025

1. To inspire College boys and staff to always display integrity and to be held firmly accountable when they fall short.
2. To challenge, on a one-on-one basis, every boy to be the best version of himself.
3. To promote collegiality, good manners (including punctuality and appearance), and service to College amongst both boys and staff.
4. To create a positive school environment that sells itself.

TERM DATES:

The following dates apply for the 2025 academic school year:

- First Term: 15 January to 28 March
- Second Term: 8 April to 27 June
- Third Term: 22 July to 3 October
- Fourth Term: 13 October to 10 December [official closing date]

SUMMARY OF IMPORTANT DATES FOR THE START OF THE FIRST TERM:

Below are important dates for the first term – further details will be provided in the Term Calendar.

- Thursday 9 January: College Shoppe opens
- Friday 10 January: Reception opens / Prefects return
- Saturday 11 January: 2nd Form boarders and dayboys arrive. Good man journey commences - Borver Orientation Week starts
- Monday 13 January: Teaching staff return / Finance Department opens / Boarder Prefects and House Leaders return
- Tuesday 14 January: 3rd to 6th Form boarders arrive / 6th Form Information Evening
- Wednesday 15 January: Term 1 starts [Wednesday and Friday will be a Special Routine]
- Thursday 16 January: NSC Results released
- Friday 24 January: Prize-giving and NSC results assembly
- Friday 31 January: New Parents' Welcoming Function
- Wednesday 5 February: Governing Body Parents By-election [Election Runner]
- Monday 17 February to Friday 21 February: 5th Form Leadership Camp
- Friday 21 February to Sunday 23 February: Free Weekend [School closes for the Free Weekend at the conclusion of the inter-house Cricket on Thursday 20 February]
- Friday 21 March; Human Rights Day. Boarders stay in as there are winter sport fixtures on Saturday 22 March
- Saturday 22 March: Winter Sport Fixtures vs Northwood [H] compulsory attendance.
- Friday 28 March: Term 1 ends.

BOARDERS:

Boarders are required to report as follows:

- First Term:
 - 2nd Form: Saturday 11 January at 07:30 [Registration in reception]
 - 3rd and 6th Forms: Tuesday 14 January by 15:00 [Tea in Clark House quad]
 - All other Boarders: Tuesday 14 January by 19:00
- Second Term - All Boarders: Monday 7 April by 19:00
- Third Term - All Boarders: Monday 21 July by 19:00
- Fourth Term - All Boarders: Sunday 12 October by 19:00

ADDITIONAL WEEKEND LEAVE FOR BOARDERS:

In addition to the dates listed above, parents of boarders may exercise the option of having their sons out for one or two Optional Weekends each term. The optional weekend is particularly designed to assist you to plan for special family occasions and must be recognised by the boys as a privilege not to be abused. Permission for such "optional" weekends may be obtained directly from the Housemasters of Clark, Nathan, Hudson, Shepstone, or Elliott Houses.

Parents are requested to adhere to the BE and School rules as far as requests and collection of their sons are concerned.

FREE WEEKENDS:

- First Term: Friday 21 February to Sunday 23 February
[School closes at the conclusion of the Interhouse Cricket on Thursday].
- Second Term: Friday 23 May to Sunday 25 May

EXAMINATIONS:

Please take careful note of the proposed dates for the examinations. A reminder that a medical certificate must be provided within 48 hours of absence from an examination. Please note that some language examinations may be written ahead of the proposed dates.

Mid-Year Trials	Monday 2 June to Wednesday 25 June
Year-End	Monday 8 September to Thursday 2 October
National Senior Certificate	Monday 27 October to Thursday 20 November
	Monday 20 October to Wednesday 26 November
	[Official Dates awaited from the Department of Education]

PARENTS' EVENINGS:

It is important that parents attend these evenings. Boys should attend with their parents. The evenings run from 17:30 to 19:30.

2 nd Form	Tuesday 22 April
3 rd Form	Monday 14 April
4 th Form	Tuesday 12 August
5 th Form	Monday 4 August
6 th Form	Monday 28 July

INFORMATION EVENINGS:

6 th Form	Tuesday 14 January It is essential that all 6 th Form boys and their parents attend this evening, as important information regarding the matric exams will be discussed.
3 rd Form	Tuesday 29 July The 3 rd Form information evening is to assist third form boys with their subject choices for the senior phase, and all 3 rd Form boys and their parents should attend.
Career Focus	Wednesday 21 May Representatives from a wide variety of careers will be available to chat informally to boys about their chosen careers. This is particularly relevant to 3 rd Form and 5 th Form boys and will be compulsory for these grades.

ANNUAL PRIZE GIVING CEREMONY:

The Annual Prize-Giving Ceremony will take place in conjunction with the NSC Examination Awards Assembly on Friday 24 January 2025 at 10:00 in the Alan Paton Memorial Hall. It will conclude at approximately 12:00 and attendance for all boys is compulsory.

Our Guest of Honour at the awards function will be Mr Mtunzi Jonas, a College Old Boy from the Class of 1999 and Chief Commercial Officer of Cricket South Africa.

LEADERSHIP CAMPS:

Parents are informed that the following Leadership Camps are being planned.

5th Form – Umkomaas Valley Monday 17 February to Friday 21 February

All other leadership camps take place Monday 29 September to Friday 3 October

- 2nd Form – Spirit of Adventure [Shongweni Dam]
- 3rd Form – Roselands/Nyala Pans
- 4th Form – Cobham Berg Hike

NEW STAFF FOR 2025:

We welcome the following new staff into the Maritzburg College family.

- Mr Handro Horn Junior Biokineticist
- Mrs Janine Thornton Dibb Receptionist
- Ms Ratchel Caluza SAN Sister
- Mr Nico Breedt 1st XV Rugby coach
- Mrs Heidi Breedt Afrikaans

- Mrs Almareza van Heerden Agricultural, Natural and Physical Sciences
- Mr Siphwiwe Mazibuko EMS and Economics
- Ms Rochelle Lubbe English and Concessions
- Mr Cade White English
- Mr Steve La Marque PE and LO
- Mr Flash Malinga Zulu

2025 Term 1 Internal Promotions

- | | |
|---|-------------------|
| 1. Khanyisa Co-Ordinator High School | Mrs R Govender |
| 2. Khanyisa Co-Ordinator Primary School | Mr S Shange |
| 3. Subject Head Business Studies | Mrs W Khan |
| 4. Temp Assistant Housemaster: Lamond House | Mr C Myburgh |
| 5. HOD: Wellness & Pastoral Care | Miss L Mkhize |
| 6. Assistant HoD Leadership | Mrs C Sanders |
| 7. Subject Head of English | Miss S Paramanand |

2025 MANAGEMENT STAFFING STRUCTURE

Executive Committee:

Headmaster	Dr C Luman
Senior Deputy Headmaster	Mr M Marwick
Deputy Headmaster - Academics	Mrs J Finnie
Deputy Headmaster - Behaviour Management	Mr R Paterson
Deputy Headmaster - Boarding	Mr K Emerson
Deputy Headmaster - Co-Curricular	Mr R Kyle
Deputy Headmaster - Operations	Mr J Maistry
Deputy Headmaster - Pastoral Care & Social Awareness	Mr A Sparrow
Director of College Business	Mr K Smith
Commercial Director	Mrs L Roets [Acting]
Administrator	Mrs S Calmeyer

HR Manager

Mrs V Chedie

Director of Marketing and Communications

Mrs S Upfold

Estates Manager

Mrs S Elliot

Estates Project Manager

Mr K Hackland

College Counsellor

Miss L Davies

Heads of Department – State:

Maths and Maths Literacy, IT and CAT	Mr J Maistry
History, Geography, Technology, EGD and LO	Mr G Govindasamy
English, Afrikaans, Zulu, Music, Dramatic Arts and Visual Arts	Mrs R Govender
Life Science, Agricultural Sciences, Natural Sciences and Physical Science	Mr D Trodd
Economics, EMS, Business Studies and Accounting	Mr N Pillay

Heads of Department – Governing Body:

Leadership	Mr J Tyler
Learner Wellness and Pastoral Care	Miss L Mkhize
Mentoring [6 th Form]	Mr N Sutherland
Prefects	Mr O Kajee

Day Housemasters:

Barns	Mr S Brill
Calder	Mrs K Bartholomew
Commons	Mr B Dodd
Forder	Mr N Croeser
Fuller	Mr T Orchard
Lamond	Mr S Siwila (acting)
Nicholson	Mr M Sanders
Pape	Mr M Kritzinger
Snow	Mr S Mhlongo
Strachan	Mr M Warr

Boarding Housemasters:

Clark House	Mr K Elder
Elliott House	Mr S Bosch
Hudson House	Mr W du Plessis
Nathan House	Mr R Barbour
Shepstone House	Mr M Morolong

Subject Heads:

Accounting	Ms L Campher
Afrikaans [FET]	Mrs C de Wet
Afrikaans [GET]	Ms A Cilliers
Agricultural Sciences	Mr J Tyler
Business Studies	Mrs W Khan
Careers Guidance	Mrs L Dos Santos
CAT	Ms K Moula
Creative Arts & Dramatic Arts	Mrs K Thaver
Economics	Mr N Pillay
EMS	Mr A Budhoo
EGD	Mr G Govindasamy
English	Ms S Paramanand
Geography	Mrs K Bartholomew
History	Ms M Bailey
Information Technology	Mr J Maistry
isiZulu	Mr S Mhlongo
Library & Information Resources	Mrs L Dos Santos
Life Orientation	Mr F Maritz
Life Science	Mr M Warr
Mathematics [GET]	Mr V Noubouth
Mathematics [FET]	Mrs L Boucher-Pieterse
Mathematical Literacy	Mr M Jeewan
Music	Mr D Solomon
Natural Sciences	Mrs S Kritzinger
Physical Education	Mr R Bremner
Physical Science	Mrs K Storm
Technology	Mr G Govindasamy
Visual Arts	Mrs S Osborne

ICT Manager

Mr M Dibben

Co-Curricular Directors:

Aquatics	Mr D Sherriff
Basketball	Mr S Siwila
Cricket	Mr K Nipper
Hockey	Mr M Sanders
Music	Mr D Solomon
Performing Arts & Cultural Affairs	Mrs K Thaver
Rugby	Mr H Marnitz
Soccer	Mr N Haswell

Co-ordinators of Cultural Activities:

Afrikaans Society	Mr S Eva
Art Club	Mr E Pretorius
Camera Club	Mrs D Gademan
Choirs	Mr J Linde
College Cues [Drama]	Mr J Orton
College Cues [Dance]	Mrs C Sanders
College for Christ	Mr R Barbour
Debating	Ms A Maistry
Enviro Club	Mr J Tyler
Hindu Society	Mrs S Deodutt
Interact	Ms S Kunene
Marketing	Mrs S Upfold
MC Ink	Mr R Gutteridge
Media Centre Monitors	Mrs L Dos Santos
Muslim Society	Mr O Kajee
Nguni Society	Mr S Mhlongo
Sound & Lighting Society	Mr D Thaver
Speakers' Circle	Mrs K Thaver
Tech Squad	Ms C McLellan

Co-ordinators of Sporting Codes:

Aquatics	Mr N Croeser
Athletics	Mr M Kritzingner
Basketball	Mr J Wilcock
Canoeing	Miss B Hartley
Chess	Mr N Whatmore
Cricket	Mr R Coutts
Cross Country	Mr L Kruger
Cycling	Mrs K Bartholomew
Esports	Mr T Tshabalala
Golf	Mr D Trodd
Hockey	Mr P Gonlag
Rugby	Mr S Stopford
Shooting	Mr G Govindasamy
Soccer	Mr M Dibben
Squash	Mr S Brill
Table Tennis	Mr N Pillay
Tennis	Miss C Mhlongo
Volleyball	Mr A Budhoo
Sport Administration	Mr R Coutts

Social Awareness:

College Youth Council [CYC]	Miss L Mkhize
Social Awareness Council [SAC]	Mrs R Govender

Educator Representatives on the Governing Body and Academic Professional Committee:

Mr B Dodd
Mr S Mhlongo
Mrs J Stoute

College Business Including Associated Bodies:

Director of College Business	Mr K Smith
Maritzburg College Foundation	Mrs J Baptista
Maritzburg College Old Boys' Association	Ms J Ponsford
College Connect	Miss S Buchanan-Clark
Khanyisa Coordinator High School	Mrs R Govender
Khanyisa Coordinator Junior School	Mr S Shange
College Shoppe Manager	Mr A Moodley
Museum Curator	Mr R Gutteridge

2025 PUPIL LEADERSHIP STRUCTURE**Senior Prefects**

Head Prefect	AB Hadebe	Snow
Senior Deputy Head Prefect	CM Cherayi	Nicholson
Deputy Head Prefect	E Bester	Calder
Deputy Head Prefect	JC Steyn	Strachan

Prefects

GA Askew	Forder
AK Bhengu	Barns
MR Borchers	Commons
DJ Cruickshank	Nicholson
MW Gwala	Barns
ET Hamadziripi	Lamond
VJ Kasambala	Lamond
LG Khumalo	Nicholson
NP Koller	Nicholson
N Mkize	Pape
DC Nadasan	Snow
D Naidoo	Nicholson
OM Nala	Nicholson
NRK Pembridge	Commons
BI Pepu	Fuller
MS Qasha	Pape
L Shangase	Fuller
S Sithembu	Lamond
JJ Thackwray	Barns
AC Tilbury	Calder

Heads of the Boarding Houses

Clark House	E Bester	Calder
Elliott House	EUA Dlamini	Calder
Hudson House	CM Cherayi	Nicholson
Nathan House	MR Borchers	Commons
Shepstone House	JC Steyn	Strachan

Boarder Prefects

CM Mundell	Clark House	Barns
PA Louwrens	Hudson House	Nicholson
JO Odell	Hudson House	Nicholson
AB Barnes	Shepstone House	Calder
R Boshoff	Shepstone House	Forder

Shouting Captains

NP Koller	Nicholson
S Mazibuko	Lamond
MS Qasha	Pape

House Leaders

Barns	JJ Thackwray
Calder	C Zondi
Commons	MR Borchers
Forder	R Boshoff
Fuller	L Shangase
Lamond	EJ McAllistair
Nicholson	CM Cherayi
Pape	MS Qasha
Snow	AB Hadebe
Strachan	JJ Fincham

Sports Captains

Athletics	L Shangase	Fuller
Basketball	NB Ngcobo	Strachan
Canoeing	JO Odell	Nicholson
Chess	DC Naidoo	Pape
Cricket	DC Nadasan	Snow
Cross-Country	EJ McAllister	Lamond
Cycling	K Searle	Fuller
eSport	LC Wassink	Forder
First Aid	F Moula	Strachan
Golf	FC Pillay	Calder
Hockey	TBC	
Rugby	TBC	
Shooting	M Naidoo	Snow
Soccer	TBC	
Squash	TJ Kufal	Pape
Swimming	PR Lamb	Snow
Table Tennis	SM Redlinghuys	Commons
Tennis	AC Tilbury	Calder
Volleyball	D Naidoo	Nicholson
Waterpolo	NP Koller	Nicholson

Cultural Captains

Afrikaans Society	E Bester	Calder
Art Club	EM Mitewu	Barns
Camera Club	C Zondi	Calder
College Choir	L Luthuli	Commons
College Cues [Drama Club]	C Zondi	Calder

Debating	K Moodley	Snow
Enviro Club	M Naidoo	Snow
Gospel Choir	SS Mchunu	Fuller
Hindu Society	M Singh	Fuller
Interact	P Mncwabe	Calder
Jazz Band	EM Mitweu	Barns
Marketing	HL Mdabe	Forder
MC Ink	A Mkhize	Snow
Media Centre	A Akoonjee	Fuller
Muslim Society	A Akoonjee	Fuller
Nguni Society	BI Pepu	Fuller
Sound & Lighting	VJ Kasambala	Lamond
Speakers' Circle	ET Hamadziripi	Lamond
Tech Squad	C Zondi	Calder

SCHOOL PRODUCTIONS:

We are delighted to announce that College will be involved in two major shows in 2025. The first production is a music revue show – ***The Rewind Revolution***. This show will be produced in collaboration with Epworth High School. *The Rewind Revolution* will display a collection of stage and screen musical favourites including *NSYNC; Lionel Ritchie; Backstreet Boys; Moulin Rouge; and Uptown Funk*, which will set the stage alight with chart-topping numbers and dance spectaculars. The four-performance show will run from 17 to 20 March 2025 at Epworth's Hayley Hall. Booking details will be confirmed in the new year.

Maritzburg College's major production for 2025 is Lionel Bart's classic musical ***Oliver!*** This show will provide a platform for the talented cast comprising performers from Maritzburg College, children of College staff and learners from neighbouring High schools and Primary schools. In addition, the show will emphasise the timeless themes of hope, resilience, and the struggle for belonging. By highlighting the innocence of childhood against the backdrop of societal challenges, we aim to resonate with both the young performers and the audience, fostering empathy and understanding. *Oliver* will run from Monday 12 May to Thursday 15 May.

SPORTS EXCHANGES:

To assist with your planning for 2025 I need to inform parents that we have the following sports exchanges planned:

- 26 April PBHS [Away]
- 26 July AFFIES [Away]
- 2 August PBHS [Home]

Please note, hosting requests and special arrangements will be conveyed to you next year.

VAPING:

Test kits have been developed that can detect nicotine and cotinine in saliva. They are very effective at detecting the residue of vape for up to a few days. The school has purchased some of these tests and will be using them to curb vaping amongst our learners from the start of 2025. Testing will follow similar guidelines to those for drug testing and the code of conduct has been updated with a clause to deal with positive nicotine and cotinine test results.

Please have a conversation with your son during the holidays, and if he is struggling with vaping, get him the help he needs to quit before returning to school next year.

BULLYING POLICY:

A new Bullying Policy has been developed to define bullying, guide staff and boys in dealing with bullying when it occurs. This policy is an appendix to the Learner Code of Conduct which is available on the website or [here](#).

ROUTINE FOR 2025:

For ease of reference below are the daily times.

2025 Daily Routine

07:25		School Starts	
07:30	-	07:45	House Assemblies/Mentor Registration
07:50	-	08:35	Lesson 1
08:40	-	09:25	Lesson 2
09:30	-	10:15	Lesson 3
10:20	-	11:05	Lesson 4
11:05	-	11:30	Tea Break
11:35	-	12:20	Lesson 5
12:25	-	13:10	Lesson 6
13:15	-	14:00	Lesson 7
14:00	-	14:40	Lunch Break
15:10	-	17:00	Sport/ Cultural Activities

GROUP ACCIDENT SCHEME FOR SCHOLARS:

Parents are urged to thoughtfully consider taking advantage of the Group Personal Accident Insurance (GPA) offered through the school. The insurance will serve as accident cover for learners without medical aid as well as additional accident cover for those who already have medical aid.

In accordance with our safety protocols, the School Executive has made the decision that NO boy who is scheduled to participate in any sport festival and/or tournament may attend without sufficient medical insurance. Such insurance could either be in the form of the school insurance (GPA), or own private medical aid/insurance which MUST cover Accident & Emergency procedures at a hospital.

The due date for the insurance payment and confirmation of agreement is on or before 31 January 2025. You will be sent the agreement and will be able to pay via the School's Web Payment Portal. You will need to add the relevant Insurance type into your basket and process payment before we will be able to register your son onto the insurance policy.

IMPORTANT: please note that your son will only be covered once we are in receipt of:

- 1) Returned signed agreement, emailed to Zamo Mhlongo at insuranceadmin@mcollege.co.za and
- 2) your Proof of Payment, via the Payment Portal.

TUITION AND BOARDING FEES

We thank you most sincerely for your commitment in paying fees and for the sacrifices we know many of you have made in order to pay them.

I confirm that the fees for 2025 are as follows:

Form 2 (2025)

School Fee R79 200

Discount options are being offered to all parents for 2025 school fees, parents whose payments reflect in the Maritzburg College's bank account in full as per the dates below are entitled to an early settlement discount as follows:

- 4% for payment by 31 December 2024

The tuition fees may be paid in ten or eleven monthly instalments; parents were provided with a Tuition and/or Boarding Fee Payment Options - 2024 letter, if any changes are required, please inform the Finance Office urgently. Payments will run from January to October or November 2025. The election to pay over ten or eleven months must be made before 30 November 2024, should you not make an election, the full fees are due and payable by no later than 31 January 2025.

Boarding Fee R114 500

Kindly note the termly option of R28 625 is payable in advance prior to the start of the respective term, or monthly (including interest) should you make this election. Should payment not be received for the term or should you fall into arrears, your son will be excluded in the first week of the new term or at a free weekend.

Discount options are being offered to all parents for 2025 Boarding fees, parents whose payments reflect in the Maritzburg College's bank account in full as per the dates below are entitled to an early settlement discount as follows:

- 4% for payment by 31 December 2024

The boarding fees may be paid in ten or eleven monthly instalments, including interest; parents will be required to complete the survey sent in the Tuition and or Boarding Fee Payment Options – 2024 letter. Payments will run from January to October or November 2025. The election to pay over ten or eleven months must be made before 30 November 2024, should you not make an election the full fees are due and payable by no later than 31 January 2025. The terms and conditions of the Boarding Establishment will be adhered to, and no waiver of interest will be considered for monthly payment terms.

Form 3 - 6 (2024)

School Fee R74 100

Discount options are being offered to all parents for 2024 school fees, parents whose payments reflect in the Maritzburg College's bank account in full as per the dates below are entitled to an early settlement discount as follows:

- 4% for payment by 31 December 2024

Boarding Fee R109 200

Kindly note the termly option of R26 363 is payable in advance prior to the start of the respective term or monthly (including interest) should you make this election. Should payment not be received for the term or should you fall into arrears, your son will be excluded in the first week of the new term or at a free weekend.

Discount options are being offered to all parents for 2024 Boarding fees, parents whose payments reflect in the Maritzburg College's bank account in full as per the dates below are entitled to an early settlement discount as follows:

- 4% for payment by 31 December 2024

The boarding fees may be paid in ten or eleven monthly instalments, including interest; parents will be required to complete the survey sent in the Tuition and or Boarding Fee Payment Options – 2024 letter. Payments will run from January to October or November 2025. The election to pay over ten or eleven months must be made before 30 November 2024, should you not make an election the full fees are due and payable by no later than 31 January 2025. The terms and conditions of the Boarding Establishment will be adhered to, and no waiver of interest will be considered for monthly payment terms.

Boarding Levy: A Boarding Development Levy for Form 3 and 4 of R1 250 and for Form 5 and 6 of R750, to enhance and improve the facilities offered in the Boarding Establishment. This levy is not included in the budget and will be charged separately to all boarders.

Please note:

Both fees will be invoiced separately in full to your son's 'T' and 'B' account during 2025 in accordance with your selection of your payment terms.

Tuition Fee Exemption

Legislation entitles parents to apply for exemptions of school fees, subject to set criteria. While people who are eligible are clearly entitled to apply, we would at the same time ask our community as far as is possible to restrict such applications to cases of absolute necessity. This will hopefully ensure that the budgeted allocation of assistance is adequate and therefore that there will be no further imposition on our parent community. It will be requested of all parents applying for fee remissions to make voluntary contribution towards their son's fees. All parents who apply for a remission of fees will be asked to attend a meeting with a designated member of Management. Parents are reminded that no subsidy is received from the State and any assistance given is borne by the other fee-paying parents. The remission or exemption of fees applies only to dayboys. Boarders may not apply for exemption for either day or boarding fees. Exemption application forms may be collected from the finance department as at the start of the first term.

RESOLUTIONS ADOPTED AT THE BUDGET MEETING HELD ON 25 OCTOBER 2024 FOR 2025 FEES

In terms of Section 38(1), Section 39(1) and Section 39(2) of the South African Schools Act 84 of 1996, it is resolved by the majority of the parents in attendance that:

1. BUDGET – 2025

- 1.1. The budget as presented, which reflects the estimated cumulative effect of the established trends of non-payment of school fees at Maritzburg College and the total, partial or conditional exemptions granted to parents at Maritzburg College, is approved and accepted.

2. NOTICE OF BUDGET MEETING

- 2.1. Notice of the budget meeting was given to parents of the School on 25 September 2024 and that a period of at least 30 days has lapsed since notice was given as is required by Section 38(2) of SASA.
- 2.2. The notice of the budget meeting informed the parents of the School that the budget would be available for inspection at least 14 days prior to the budget meeting as is required by Section 38(3) of SASA.
- 2.3. The budget was available for inspection at least 14 days prior to the budget meeting.

3. SCHOOL FEES – 2025

- 3.1. School fees may be determined and charged at Maritzburg College.
- 3.2. School fees at Maritzburg College for 2025 for 2nd Form (Grade 8) will be R79 200, which includes a differential rate of R5 100 per learner per annum and excludes the deposit already paid. The school fees for 2025 for 3rd to 6th Form (Grade 9 -12) will be R74 100 per learner per annum.
- 3.3. The school fees do not include personal accident insurance for individual learners. This is available as an optional extra, at a cost to be debited to parents, and at the specific request of parents, on whom the onus rests to exercise this option.
- 3.4. School fees at Maritzburg College will be payable in advance in full on or before 31 January 2025.
- 3.5. The Governing Body of Maritzburg College may accept payment of school fees in ten or eleven monthly instalments starting January and thereafter payable before the end of each subsequent month, to be paid in full by the end of October or November if so selected, provided that the Terms & Conditions (part of the Application Form) have been properly completed, and signed.
- 3.6. Should the parents' personal details or circumstances change, they are required to notify the school in writing of such change.
- 3.7. Section 41 of the South African Schools Act process via the school collection attorneys will apply to all overdue accounts which have not been honoured, as per either of the prescribed pre-selected two options (see Points 3.4 & 3.5 above).
- 3.8. The 2025 Tuition deposit of R2 200 (excluding the book deposit of R1 500) will be credited to the last month of the last year of tuition fees i.e. 6th Form, or the year of withdrawal from Maritzburg College. Fee exemption parents will receive their deposit only after any Sundries account amounts that may be owing are deducted. The credit will be applied to any handed-over accounts there may be at the end of the learner's career; if due, the balance will be refunded. Refunds must be formally requested in writing by parents, together with their banking details. Refund of a deposit requires a term's notice period prior to refund in conjunction with a formal withdrawal notice at Admissions.

Deposits are forfeited if these withdrawal procedures are not followed. Learners not returning at the beginning of any given year or term who do not adhere to the notice period will forfeit their deposit.

- 3.9. The book deposit of R1 500 will be retained in a separate account to cover any text or library books not returned annually by a pupil. Should these funds become depleted additional funds will be required.
- 3.10. Payment of Tuition fees by debit order will be compulsory for all parents (unless otherwise negotiated prior to 31 January 2025). Debit orders, currently in place for 2024, will be carried forward by the Finance Department into 2025 and the amount of the debit order will be adjusted according to the fees as approved at the AGM. Please consider the termly option dates for your financial planning and allow five working days for your debit order clearance. In 2025, termly payment dates will be: 15 January, 8 April, 22 July and 13 October.
- 3.11. Payment of Boarding fees by debit order will be compulsory for all forms (unless otherwise negotiated prior to 31 January 2025). Debit orders, currently in place for 2024, will be carried forward by the Finance Department into 2025 and the amount of the debit order will be adjusted according to the fees as approved at the AGM. Please consider the termly option dates for your financial planning and allow five working days for your debit order clearance. In 2025, termly payment dates will be: 15 January, 8 April, 22 July and 13 October.
- 3.12. A debit order facility for Sundries accounts is available as an option and is not compulsory. Debit order forms can be obtained from the Finance Department.
- 3.13. Payments received from Boarder parents will be allocated first to their sons' Tuition fees, if these are in arrears, and thereafter, to Boarding fees.
- 3.14. A "debtors fee" of R2 000 will be charged for anyone electing to not comply with the debit order system, and who has not paid in full by 31 January 2025;
- 3.15. A fee of R300 will be charged for any returned debit order;
- 3.16. Payments exceeding the agreed payment period attract interest at 5% above FNB Prime interest rate for all balances remaining after 30 November 2025;
- 3.17. School and Boarding fee payments made with cash, credit or debit cards attract a charge equal to the related bank charges being: 1.725% for cash; 2.185% for credit cards; and 1.15% for debit cards. Any early settlement discount is reduced in accordance with the above cash deposit, credit card and debit card charges;
- 3.18. Early settlement discounts are not applicable to parents who have received financial assistance from, or a partial scholarship/bursary from Maritzburg College.
- 3.19. A daily boarding rate for day boys who need to stay over for short periods of time, of R525 per night;
- 3.20. A full term's notice, in writing, or one (1) term's fee in lieu of notice, is required before the withdrawal of a pupil either from the School or the Boarding Establishment.
- 3.21. For 6th Form (Grade 12), once the year has commenced (whether a Day Scholar or Boarder) notice of withdrawal will not result in any reduction in the annual fee payable.
- 3.22. That no learner will be admitted to the Boarding Establishment in the event of Boarding and/or Tuition fees and/or Sundries being outstanding or unpaid for the previous month, term or year.

4. APPLICATIONS FOR EXEMPTION FROM OR REDUCTION IN SCHOOL (TUITION) FEES ONLY

- 4.1. The following procedure shall apply for exemption from and/or reduction in school fees:
 - 4.1.1. That an appointment be made with the Debt Collections Officer to collect application forms.
 - 4.1.2. That all applications for exemption from or reduction in school fees must be submitted to the Debt Collections Officer of Maritzburg College on the prescribed form on or before 28 February 2025 or within 60 days of change of circumstances.
 - 4.1.3. Interviews may be conducted to verify information given by parents in respect of any aspect of the application for exemption or reduction in school fees and prescribed affidavit before any exemption is granted.
 - 4.1.4. That parents may appeal to the Head of Department at the KZNED against the decision of the Governing Body of Maritzburg College regarding exemption from or reduction in school fees, within 30 days of having received written notification from the school.

- 4.2. Single parents/custodian parents may apply for exemption from or reduction in school fees, without the consent of the other biological parent/non-custodial parent, subject to the following conditions:
 - 4.2.1. That the single parent/custodian so applying, must complete and sign the prescribed affidavit setting out the grounds why the application is made without the consent of the other biological parent/non-custodial parent.
 - 4.2.2. The full contact details of the other biological parent/non-custodial parent must be provided in the prescribed affidavit and a copy of the child/ children's unabridged birth certificate(s) must be submitted with the prescribed affidavit.
 - 4.2.3. That the duly completed and signed prescribed affidavit must be submitted to the Debt Collections Officer before an application for exemption from or reduction in school fees may be submitted.
 - 4.2.4. That a single parent/custodian parent may not apply for exemption from or reduction in school fees until the prescribed affidavit has been submitted to the School.
 - 4.2.5. That both the prescribed affidavit and applications for exemption from or reduction in school fees must be submitted to the Debt Collections Officer of the School on or before 28 February 2025, or within 60 days of change of circumstances.
- 4.3. The Governing Body must consider the combined gross income of the parents as defined in the 'Regulations for Exemption of Parents from Payment of School Fees', Government Gazette R1052 published on 18 October 2006, when processing all applications for exemption from or reduction in school fees.
- 4.4. The Governing Body may delegate the handling of all applications for exemption from and reduction in school fees to the Accountant alternatively the Debt Collections Officer.
- 4.5. Should no application for exemption from and/or reduction in school fees on the prescribed form be received by latest 28 February 2025, or within 60 days of change of circumstances, parents shall be '*ipso facto*' barred from later applying for an exemption from or reduction in school fees.
- 4.6. The remission or exemption of fees applies only to dayboys. Boarders may not apply for exemption for either tuition or boarding fees.

5. SECTION 38A PAYMENTS

- 5.1. The Governing Body of the School may make an application in terms of Sections 38A(1) and 38A(2) of SASA to the Head of Department of the Department of Education for additional payments to State paid employees employed at the School.
- 5.2. The said application must be made in writing and comply with Section 38A(3) of SASA.
- 5.3. The payments contemplated in this Section of SASA have been reflected in the school budget.
- 5.4. The Governing Body of the School may appeal to the Member of the Executive Council against—
 - 5.4.1. the refusal by the Head of Department of the Department of Education of the application; or
 - 5.4.2. the failure of the Head of Department of the Department of Education to provide a decision on an application within three months after the lodging of the application in the office of the Head of Department of the Department of Education.

6. IMPLEMENTATION OF RESOLUTION

- 6.1. These resolutions, as adopted and passed by the majority of parents in attendance, must be implemented by the Governing Body of the School.

GOVERING BODY PARENT BY-ELECTIONS:

This is a preliminary notice to all parents of the nomination and election of one Parent Representative for the Maritzburg College Governing Body for the Period February 2025 to March 2027. The meeting to elect the parent representative to the Governing Body will be held via **E-Voting Wednesday 5 February 2025 from 08:00.**

The formal notifications will be emailed to all parents.

PARENT CODE AND CHARTER:

Maritzburg College places high value on the partnership between home and school and appreciates the level of co-operation that it experiences from parents. The Parent Code has been drafted in accordance with the Constitution of South Africa, Act 108 of 1996; the South African Schools Act 84 of 1996; the Regulations for Safety Measures at Public Schools (GN 1040 in Government Gazette 22754 of 12 October 2001, as amended in Government Gazette 29376 of 10 November 2006); and applicable provincial legislation.

This Parent Code aims to:

- Foster a positive relationship between parents and the school by providing parents with guidelines of expectations in their interactions with the school and their responsibilities regarding their children’s education.
- Ensure a safe environment for all Maritzburg College learners and staff by setting out procedures that apply to parents when visiting the school as required by the “Regulations for Safety Measures in Schools”.

The Parent Code and Charter is one of the formal policies of the school, and a copy is available on the Maritzburg College Website.

SUPPORT COLLEGE BY JOINING MYSCHOOL:

MySchool is one of South Africa's biggest passive fundraising programmes and allows you to make a difference, just by shopping. If your card is linked to Maritzburg College, then every time you use your card at any of our partner stores, they'll give back a percentage of your purchase value, on your behalf to Maritzburg College at absolutely no cost to you! Get your free card today <https://www.myschool.co.za/supporter/apply>. Every swipe counts! Remember that the virtual MySchool card is now also available on your phone - Download for free from the App Store or Google Play.

I wish you and your boys a wonderful, peaceful, and safe Christmas and a happy, healthy and prosperous 2025. Furthermore, I wish to thank you for your ongoing continued support of your boys and the school during 2024. It is sincerely appreciated.

"May the road rise to meet you, may the wind be always at your back. May the sun shine warm upon your face, the rains fall soft upon your fields. And until we meet again, may God hold you in the palm of his hand."

Pro Aris et Focis



DR CJ LUMAN
Headmaster

29 November 2024