



Grade RRR-12 & Matric Finishing School
EMIS NO: 500504310

TCC DISCIPLINARY CODE: LEARNERS

Disciplinary Code: Learners <i>Examples of Infringements and Recommended Sanctions</i>		
Type or nature of infringement or learner misconduct	Guideline: Recommended Penalty	
	1st Offence	2nd Offence
VERY SERIOUS MISCONDUCT ("Zero Tolerance Offences")	Counselling/ Written warning/ Suspension	Expulsion/ Removal
i. Tampering with toilets cisterns and chambers, urinary chambers, driers, CCTV cameras, vehicles, laboratory equipment, TVs and wifi cables		X
ii. Violent, abusive, fighting, assault or threatening behaviour (verbal or physical)		X
iii. Victimisation, bullying or initiation of any sort		X
iv. Transferring, using or being in possession of a dangerous weapon, fireworks, explosives or any object that may be considered as being potentially dangerous at boarding, school or at events)		X
v. Inciting, advising or rewarding others to perform violent, offensive or threatening acts		X
vi. Any "gang" related activity that may threaten the safety or welfare of others (at School or at School events, or in relation to School)		X
vii. Harassment (sexual, racial or religious)	X	X



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viii. Behaviour that may pose a danger to the safety and welfare of others (at School or at School events, or in relation to School)	X	X
ix. Issuing a bomb threat or arson or shooting (attempted or actual)		X
1 Being in possession of, or under the influence of alcoholic, hallucinogenic or dangerous / prohibited substances, or distributing, storing or consuming any of these substances at School, in boarding or at School events or in school uniform outside	X SANCAR report	X
2 Theft or being in possession of another's property without their knowledge or consent, or attempting to remove another's property without consent or their knowledge or Sale of another's / stolen property		X
3 Serious dishonesty (actual or intended) Cheating, copying or tampering with test or exam results, reports or assignments Being in possession of or distributing material or information that may give an advantage in a test or an exam Extortion, bribery, corruption or fraud (attempted or actual) Being an accomplice to, colluding, conspiring, assisting / abetting or instigating dishonesty, fraud, or theft Inciting, advising or rewarding others to be dishonest or to cheat Serious breach of School security procedures, unreasonably refusing to submit to a search Off-site criminal misconduct that disrupts or substantially damages the School/learner relationship and the educational process	X	X



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<p>4 Obscene, indecent or sexually explicit behaviour or stripping or gestures, or attempts to make unwanted physical contact</p> <p>Sexual harassment, inappropriate sexual innuendos or graphic comments inappropriate touching or kissing</p> <p>Intentional and offensive, insulting, abusive, racist or lewd behaviour or comments written or verbally</p>		<p>X</p>
<p>Storage, sending, creation, sale or distribution of pornographic, obscene or offensive material, publications, symbols, email, text / SMS / MMS, Whatsap, cartoons or objects</p>		<p>X</p>
<p>5 Sabotage, malicious or willful damage to School or others' property/graffiti/writing on tables and walls.</p>	<p>X</p>	<p>X</p>
<p>Unauthorized occupation of any School property or facility, or having the effect of depriving others from using this property or facility. Preventing or seeking to prevent free assembly by others on the School's property, without School permission</p> <p>Blocking off any entrances/locking learners/teachers inside/outside classroom(s) or exits to or from the School premises, with the intention or effect of interfering with free access / egress by others</p> <p>Participating in or supporting industrial or protest action, preventing learners from attending School activities</p>	<p>X</p>	<p>X</p>
<p>6 Actions that expose others to serious danger or injury, or expose the School to potential accidental loss or damages - whether due to willful, grossly negligent or unintended acts</p> <p>Unsafe acts or behaviour that endangers the safety and welfare of others.</p>	<p>X</p>	<p>X</p>
<p>7 Serious misconduct or actions that may bring the reputation of the School, learners or other stakeholders into disrepute</p>	<p>X</p>	<p>X</p>
<p>8 Any other misconduct considered to be very serious and possibly justifying expulsion as a first offence.</p>		<p>X</p>



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SERIOUS MISCONDUCT	Counseling/Final Warning/ Parental Contact	Hearing/ Suspension	Hearing / Expulsion
9 Playing of obscene, insulting or demeaning games or Dangerous horseplay or malicious teasing	X	X	X
10 Intimidating or willfully interfering with others (attempted or actual)	X	X	X
11 Truancy, poor timekeeping practices Unexplained absences from classes or from compulsory events or activities Loitering in corridors or classrooms during lessons Leaving class or School premises without permission	X	X	X
12 Persistent late-coming or early unauthorised departure from class / School.			
13 Inappropriate behaviour or comments in public or at School events that brings the School into disrepute Abuse of School privileges or seniority / status, abuse of position of authority	X	X	X
14 Smoking or being in possession of tobacco or cigarettes or drinking intoxicating substances (on the School premises or at School events or anywhere in school uniform)		X	X
15 Forgery or falsification of School documents and reports Lying and unfair behaviour (with less serious initial consequences)		X	X
16 Vandalizing property or equipment (School or others), improper use or not taking due care of property or equipment Accidental damage to property	X Replacement of property damaged	X Replacement of property damaged	X Replacement of property damaged
17 Acts or behaviour designed to create a hostile or threatening school environment, or that may reasonably have resulted in such an environment Willful disruption of School activities/lessons, interference		X	X



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with School authorities Conduct designed to be prejudicial to good order or discipline at the School			
18 Any misconduct by the learner that is considered by School Authorities to warrant more than a Counseling, verbal reprimand or an ordinary warning.	X	X	X
MINOR MISCONDUCT	Counseling and Reprimand or Warning / Demerit	Final Warning/ Parental Contact	Suspension and Hearing / Expulsion
19 Disregard for rules, directions, instructions or for any persons in authority Jumping queue at the tuck shop etc. Defiance or disrespect towards School authorities, parents, visitors or peers Being discourteous towards School authorities, adults or peers, or displays of insolence Being unreasonably intolerant of others, and their personal beliefs, traditions, appearance or of diversity Persistent violation of School rules (with less serious initial consequences)	X	X	X
20 Leaving taps flowing/wasting tissues	X	X	X
21 Use of excessive force when playing games or during sporting events Playing games in an area where others may be injured or where property may be damaged Riding skateboards, wheelies, bicycles or motorbikes soccer/netball etc. (ball games) in areas where such activities are prohibited, or in such a manner as may cause injury to others or damage to property	X	X	X
22 Noisy or disruptive behaviour, disturbing the activities of others Highly disruptive or unruly classroom behaviour	X	X	X



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<p>Trespassing or entering School premises without permission or without supervision, and/or after school hours</p> <p>Refusing to identify oneself upon request by a School authority or lying to a school authority</p> <p>Providing wrong cellphone numbers of parent/guardian</p>			
<p>23 Swearing and use of vulgar, profane (foul) language</p> <p>Back chatting during teacher's lesson delivery</p>	X	X	X
<p>24 Tardiness, littering and poor housekeeping</p> <p>Poor grooming, unhygienic personal habits, improper use of school facilities or ablutions</p> <p>Funny haircut, dread locks, skin trousers, short skirts, dress or apparel that is not in accordance with School standards or rules.</p> <p>No cutex, artificial nails, beads, bangles and rings</p> <p>School uniform without badges on shirts and blazers and jerseys or putting wrong shoes which are not part of school uniform</p> <p>Ordinary clothes to be confiscated</p> <p>Eating or drinking during class or School events / activities when consumption is not permitted</p>	X	X	X
<p>25 Tampering with the possessions or equipment of others</p> <p>Use of School equipment without permission (with no serious consequences)</p>	X	X	X
<p>26 Refusal or failure to present oral tasks, write notes, complete homework or assignments</p> <p>Refusal to deliver or return sports uniforms/equipments or reports, reply slips or letters to parents or to the School</p> <p>Unreasonable and unexplained refusal to attend or participate in School activities or compulsory events</p> <p>General uncooperativeness and / or being willfully obstructive</p> <p>Poor application to studies, schoolwork or assignments</p>	X	X	X



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	Counseling and Reprimand or Warning / Demerit	Final Warning/ Parental Contact	Suspension and Hearing / Expulsion
27 Persistent misuse of personal communication devices during School activities Use of cellphones without permission during lessons	X Confiscate the cellphone and returned after paying R150	X	X
28 Any other infringements that may be considered serious enough to warrant the implementation of corrective action and taking of disciplinary measures.	X	X	X

IMPLEMENTATION AND REVIEW

This policy will be reviewed by the Disciplinary Committee at the start of each year to ensure that it complies with the changing legislation.

It will be work-shopped with the educators at the start of each academic year.

Each class educator will explain the procedures to their class at the start of each year.

Responsible SMT: Principal

Principal: Mr M. Charamba

Signature.....Date: 01 July 2018

Implementation date: 1 July 2018

Review date: 01 July 2020