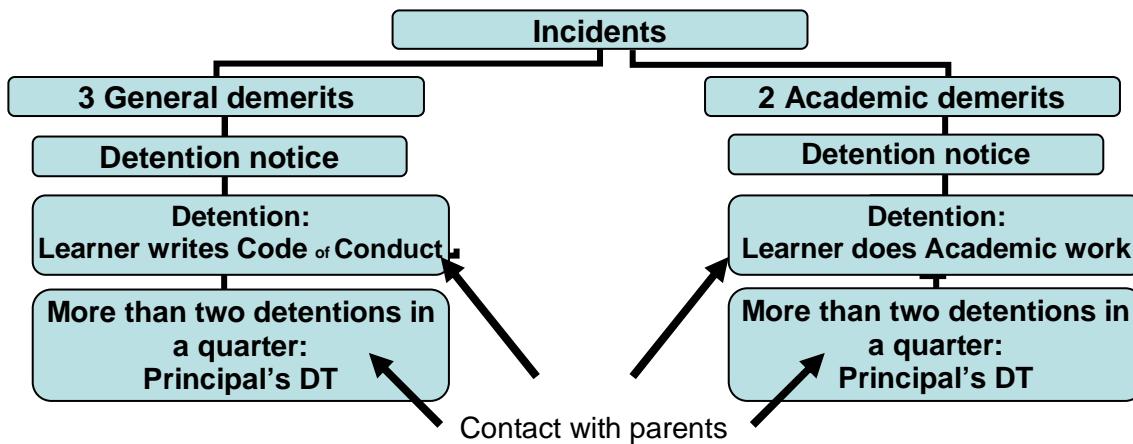


Discipline procedure

1. Discipline structure



Detention is awarded to a learner if:

3 General demerits are issued by any teacher in the same quarter.
(The learner will write the College Code of Conduct during detention)
e.g. **Learner is late for school 3 times in a quarter.**

2 Academic demerits are issued by the same teacher in a quarter.
e.g. **Homework incomplete.**

(The learner will do academic work during detention as set out by the subject teacher who issued the detention)

A teacher can issue a straight DT if the incident is deemed serious enough. This is usually where the infringement is deliberate or a blatant disregard for the College rules.

Dates and times:

Detention takes place on a Wednesday and a Friday. Learners are given the option to choose which day is most suitable to do detention. All learners must communicate the option to the TIC before the scheduled detention. Learners will be given a detention notice stipulating the transgressions. This notice must be given to parents to sign for their attention. The signed notice must be returned to the TIC on or before the day of detention.

Detention times:

Wednesday: 14:40 –16:20
Friday: 14:40 –16:20



**PARKLANDS
COLLEGE**

Pre-Primary and
Preparatory Faculty
91 Raats Drive
Table View
7441

Secondary Faculty
50 Wood Drive
Table View
7441

P.O. Box 11546
Bloubaerg
7443

Tel: (021) 521-2700
Fax: (021) 557-8421

Email:
director@parklands.co.za

Website:
www.parklands.co.za



**Christopher Robin
Pre-Primary**
(Est. 1980)

3. Principal's detention

Principal's detention will be issued if a learner accumulates more than 2 academic detention **OR** more than 2 general detention in the same quarter.

Principal's detention will take place on a Saturday from **9:00 – 12:00**. Learners will be given work to do relevant to their punishment.

4. Detention rules and regulations:

- Learners must be punctual and report on time for detention.
- No eating or drinking during detention.
- The use of cell phones and iPods are not allowed.
- No talking is allowed during detention.
- No learner may leave detention early without the prior consent of the teacher in charge of detention.
- Learner will either write the College Code of Conduct OR do academic work as set out by the TIC (Teacher in charge)

- Due to the nature of DT, there is a zero tolerance policy. The learners are on DT for prior incidents thus further breach of rules (as stated above) will result in a rescheduled DT and a further DT issued.

We value parent communication regarding the disciplinary process.



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Detention notice:

Date 13 October 2009

Dear Parent/Guardian

CN=PietPompies/OU=Learners/O=Parklands received a General Detention for failure to adhere to the College's Code of Conduct. He/She has accumulated the *maximum demerits, Detention Awarded for 3 General De-Merits, for the following transgressions:

Transgression	Date	Educator
Arriving late for English lesson	04/08/2009 00:00:00	Joe Soap
Late for school	04/08/2009 00:00:00	Sarah Soap
Using cell phone without consent in Mathematics lesson	04/08/2009 00:00:00	David Soap

Detentions will take place in Room 22 from 14:30 until 17:00 on Wednesday or Friday this week. This detention slip must be signed by you and returned on or before the detention session.

It is imperative that he/she is present and punctual for detention to avoid any further disciplinary action.

Mr Steven Joubert
Head of Discipline
sjoubert@parklands.co.za

Parent/ Guardian

- * 2 academic demerits in the same quarter = detention
- * 3 general demerits in the same quarter = detention
- * 2 detentions in same quarter = Saturday detention
- * 2 Saturday detention = disciplinary hearing