



# BERGVLIET PRIMARY SCHOOL

CHILDRENS WAY BERGVLIET 7945 TEL: (021) 715 1103 FAX: (021) 715 24 86  
EMAIL: [secretary@bergvlietprimary.co.za](mailto:secretary@bergvlietprimary.co.za) WEBSITE: [www.bergvlietprimary.co.za](http://www.bergvlietprimary.co.za)

## **BPS DISCIPLINE POLICY MERIT & DE-MERIT SYSTEM Condensed Version of the BPS Code of Conduct 30 January 2019**

*Dear Parents & Guardians*

*We aim to ensure firm but fair discipline with dignity. We believe that positive discipline and encouragement can often yield better results than punishment. Children have rights, but also responsibilities. If they do not act responsibly and respect the rights of others, the consequences will be disciplinary action. Please discuss this with your children.*

*Many positive discipline strategies and reward systems are in place and we trust that your children will benefit from these rewards during the year. We know that we can rely on our supportive parent body to help us instill good discipline at Bergvliet Primary School. Our Discipline Policy is built on the pillars of Care, Concern, Consistency and Counselling*

### **AT BERGVLIET PRIMARY, WE VALUE**

Respect	Acceptance of Diversity	Honesty & Integrity	Work Ethic
Perseverance	Tolerance	Responsibility	Accountability
Grit & Resilience	Good Manners	Gratitude	

As per our Discipline Policy, we will incorporate a MERIT and DE-MERIT SYSTEM from Grades R to Seven. The objectives are to teach our children to be responsible citizens, to model good behaviour and to be accountable for their actions. MERITS encourage positive behaviour, which is what we wish to see at BPS daily. However, as we know, children test boundaries. Our job is two-fold: ensuring that children do not overstep the boundaries at school, and also reinforcing the good behaviour and values taught at home. The boundaries within which we expect learners to remain at BPS are contained within the SCHOOL CODE OF CONDUCT.

As stated above, we understand that children will endeavour to test the system; this is a normal part of growing up. Having said this, it remains essential that we set appropriate parameters, and follow through consistently. We realize that there are often reasons why learners behave in an unacceptable manner. The circumstances will be thoroughly investigated, before we proceed with disciplinary measures.

At BPS, we take pride in our high academic standards. Children come to school first and foremost to learn. Thus, it is not acceptable for any learners to infringe on the rights of their peers, by behaving in a manner which is detrimental to their learning. Such behaviour will certainly not be tolerated.



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## WE EXPECT OUR LEARNERS TO BEHAVE IN THE FOLLOWING MANNER:

1. Always greet visitors, teachers and parents in a friendly manner and warm smile.
2. Stand back to allow an adult to enter a door or gate first.
3. Offer to assist teachers or adults with their books, bags or parcels.
4. Pull out a chair for a lady at the table.
5. Open a door for an adult.
6. Not to use foul or inappropriate language.
7. Say please and thank you and practise good manners
8. Be honest at all times.
9. Not to interrupt adults and peers when they are speaking.
10. Respect each other regardless of race, creed, religion, culture, etc.

MERITS	DE-MERITS
<b>MERITS ARE AWARDED FOR POSITIVE BEHAVIOUR AND COULD INCLUDE THE FOLLOWING:</b>	<b>DEMERITS ARE GIVEN WHEN LEARNERS INFRINGE ON CLASS EXPECTATIONS AND THE SCHOOL CODE OF CONDUCT:</b>
Consistent co-operative behaviour	General misbehaviour
Consistent kindness	Classroom disruption
Respect for teachers and peers	Chewing gum
Good sportsmanship	Talking during Assembly
Being a good ambassador for BPS	Running in passages
Being an up-stander	Reply slip not returned
Consistent good work	Not excusing oneself from school activities
Living the BPS values	Incorrect uniform
	Bad sportsmanship
	Playing ballgames in restricted areas
	Playing in restricted areas
	Diary not signed
	Test not signed
	Incomplete homework
	Littering
	Incorrect hair style
MERITS DO NOT CANCEL OUT DE-MERITS	
<b>3 MERITS – REWARD (TREAT)</b> <b>5 MERITS – GOOD NEWS NOTE (CLASSROOM)</b> <b>15 MERITS – BPS MERIT CERTIFICATE (ASSEMBLY)</b>	<b>3 DE-MERITS – BREAK DT</b> <b>5 DE-MERITS – DETENTION</b> <b>15 DE-MERITS - DISCIPLINARY COMMITTEE MEETING WITH PARENTS</b>



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## SERIOUS LEVELS OF DISCIPLINE INFRINGEMENTS:

**LEVEL 3 & 4 OFFENCES, AS SET OUT IN THE CODE OF CONDUCT, WARRANT IMMEDIATE DETENTION. THESE COULD INCLUDE THE FOLLOWING**

- Fighting
- Bullying
- Inappropriate language (written or spoken)
- Inappropriate behaviour
- Vandalism of School and other Property
- Stealing: Cheating in a test
- Leaving the classroom or school premises without permission
- Bringing the school's name into disrepute

## SERIOUS BREACHES OF THE BERGVLIET PRIMARY CODE OF CONDUCT:

- Hate Speech
- Bringing the school's name into disrepute
- Possession of dangerous weapons
- Smoking prohibited substances according to the South African law
- Possession of Alcohol AND/OR Drugs
- Sexual Harassment
- Physical Violence
- Repeated Physical & Emotional Bullying

Any of the above could lead to suspension and expulsion from Bergvliet Primary School.

Formal written warnings will accompany the above offences.

Learners and their parents would have to attend a hearing with the BPS SGB Disciplinary Committee.

## THE ROLE OF EACH CLASS-TEACHER:

- Record offence in Discipline Book.
- Detention names to coordinators by Thursday for Friday Detention (Dates as per term planner).
- Names to be accompanied by information on nature of offence.
- Parents will be notified with Red Behaviour Slip.
- Behaviour Slip: tick nature of offence and specify date of detention.
- Disciplinary Committee – to keep a regular register in order to monitor and assist with class discipline.

## PARENTS' ROLE:

- Support the School Code of Conduct.
- Encourage positive behaviour.
- Sign Merit / De-merit card.

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**I/We have read the Merit/De-Merit letter and has discussed it with our child and agree to adhere to its contents:**

Parent's Name: \_\_\_\_\_

Parent Signature \_\_\_\_\_

Learner Name: \_\_\_\_\_

Learner Signature: \_\_\_\_\_

Grade: \_\_\_\_\_