



**ST. DOMINIC'S
COLLEGE**
WELKOM

Education with a leading edge

PRIMARY SCHOOL

**INFORMATION AND SCHOOL
RULES BOOKLET**

2024

WELCOME TO *ST. DOMINIC'S COLLEGE*

PRIMARY SCHOOL

2024

We hope this will be a happy year for you and your child. You will be amazed at how much your child learns, develops and matures during the year. We have put this booklet together as a source of important information for you to refer to as your child progresses throughout the Primary School.

NEW PUPILS' DAY – WEDNESDAY, 10 JANUARY 2024.

GRADE ONE PACKS (Applies to Grade 1s only)

You will already have received information regarding stationery requirements. Please send ALL items, clearly marked with your child's name, to the school on the **first day (Thursday, 11 January 2024) of term one** and the teachers will store the items and hand out as required. Each child must please bring a sealable and labelled container to store their stationery items in and a box of tissues on the first day of term.

SCHOOL STARTS ON THURSDAY, 11 JANUARY 2024.

IMPORTANT INFORMATION

Executive Head	Mr Deena Naidoo
Primary School Principal	Mr Franzl Bause
Deputy Head: PS Pupil Affairs	Mr Steph van Rooyen

SCHOOL TIMES

School Starts:	07h30	Monday to Friday (<i>Grade 1 to 7</i>)
School Ends:	14h00	Monday to Friday (<i>Grade 1 to 7</i>)
	13h30	Fridays (<i>Grade 1 to 7</i>)

Please ensure that your child is at school before 07h30 as academic classes start immediately.

BREAK TIMES

1 st Break	09h45 – 10h10	Monday to Friday
2 nd Break	12h10 – 12h30	Monday to Friday

SCHOOL UNIFORM

- St Dominic's pupils should wear their uniform with pride.
- Uniform must be complete and clean, neat and tidy at all times. Neatness is essential whilst in school/sport uniform. Pride of uniform is encouraged.
- All items of school/sports uniform to be clearly marked.
- School and sport uniform may not be mixed.
- Non-specialised school items can be bought at any retail store.
- PE uniform to be worn on PE days (indicated on class timetable).

SCHOOL UNIFORM SHOP

Sells specialised new and second hand school items.

The Clothing shop is situated on the Primary School campus, near the tennis courts, and run by Mrs Yvonne Dimmick (082 338 0996)

Business times: Mondays and Thursdays from 16h00 to 17h00
 Tuesdays from 14h00 to 15h00

UNIFORM REQUIREMENTS

Summer – Terms One and Four

GIRLS	BOYS
Standard black school shoes	Standard black school shoes
Standard short white socks	Grey school socks with the St Dom's stripes
Tartan school skirt	Grey school shorts
Short sleeve white open neck shirt with badge on pocket	Short sleeve white open neck shirt with badge on pocket
School pullover / jersey (if cold)	School pullover / jersey (if cold)

Winter – Terms Two and Three

GIRLS	BOYS
Standard black school shoes	Standard black school shoes
Navy tights (not sheer)	Grey school socks
Tartan school skirt / Navy pants	Long grey flannels
School tie	School tie
Long sleeved white shirt	Long sleeved white shirt
School jersey	School jersey
School blazer	School blazer
Navy scarf and gloves	Navy scarf and gloves

School books

All text books to be labelled and covered in plastic.

All exercise books to be covered and labelled according to requirements on the annual book list.

School suitcases

Grade 1 – 3 pupils, may use box suitcases - an A4 book must fit comfortably inside box suitcases.

Grade 4 – 7 pupils are to use briefcases/reinforced satchels.

Pupil's name and grade must be clearly visible on outside.

No stickers or other writing allowed.

No haversacks or tog bags may be used to carry books.

Lost property

All school items to be clearly marked.
Lost property is accessible at first break or after school at our primary school reception.

PE Uniform

- St Dominic's navy shorts / blue sports shirt
- St Dominic's tracksuit
- St Dominic's tog bag (smaller one)
- Navy or black swimming costumes: one-piece for girls and jammers for boys (girls are allowed to wear skins with the one-piece)
- Navy, white or black swimming caps or the house colour, once known.
- Navy swimming towel.
- Takkies/trainers only (predominantly white/navy/grey/ black). Shoe laces must be the same colour as the shoe. No takkies covering the ankles.
- Short white socks (Ankles covered. Length – just over the ankles)

Full PE kit to be worn on PE days. (Mondays and Fridays)

Inter-House Sports Uniform

- St Dominic's navy shorts
- House colour plain t-shirt (depending on which house: yellow/green/red).
- Short white socks (Ankles covered. Length – just over the ankles)
- Takkies only (predominantly white/navy/grey/ black. Shoe laces must be the same colour as the shoe. No takkies covering the ankles.

House Colours

Tuscany	-	Red
Kilkenny	-	Green
Castile	-	Yellow

General

No cycling shorts will be allowed.

EXTRA – MURAL ACTIVITIES

We offer the following extra-mural activities for the Junior Primary pupils. We would like to encourage every child to participate in at least one sporting and one cultural extra-mural activity per term.

Junior Primary extra-murals:

Art Club	Chess	Junior Choir	Computer Club
Mini Cricket	Mini Hockey	Soccer	Squash (Gr 3)
Swimming	Tennis	Music (additional fee)	

There is a private tennis coach on our premises, should you wish to arrange lessons.

Senior Primary extra-murals:

Art Club	Chess	Choir
Computer Club	Cricket	Hockey
Soccer	Squash (Gr 3 – 7)	Swimming
Tennis	ERS	Photographic Club
Public Speaking & Drama	Environmental Club (Gr 7)	Music (additional fee)
Netball (U/13 only)		

Further details regarding practice times and days for extra mural activities will be given to you once school starts. Each child will receive a school calendar and an extra mural time table at the start of each term, depicting important events and dates for that term.

Grade 1 to 7 pupils should participate in one cultural activity and one sporting activity per term. Practices must be attended. The sooner children are taking part in extra-mural activities, the sooner they learn about time management. It is vitally important for them to have these activities for their social and motor development.

First team shirts are available by letter of the Head of Sport.

Cricket – boys

Practice: School sport shirt, navy shorts, short white socks, cricket hat/cap.

Matches: Navy shorts, school sports shirt, sport socks, and cricket hat/cap, sleeveless white cricket jersey, school tog bag and tracksuits.

Field Hockey – boys and girls

Practice: School navy shorts, school sport shirt, school sports socks, and takkies/boots.

Matches: Navy skirts (girls), school navy shorts (boys), school sports shirt, school sports socks, boots/takkies, school tracksuit, school tog bag.

Soccer

Practice: School sports shirt, school navy shorts, school sports socks, takkies /boots.

Matches: School navy shorts, school sports shirt, school sports socks, takkies /boots, school tracksuit, school tog bag.

Mini Hockey – boys and girls

Practice: School navy short, school sports shirt, school sports socks, takkies /boots.

Matches: School navy shorts, school sports shirt, school sports socks, school tracksuit and tog bag.

Swimming – boys and girls

Practice: School sports shirt, navy school shorts, short white socks and takkies, Black or navy costume, navy or black swimming cap.

Galas: School navy shorts, school sports shirt, school tog bag and tracksuit, navy or black swimming cap, (Travel in takkies/slops or sandals at the venue).

Squash and Tennis – boys and girls

Practice: School navy shorts, school sports shirt, short white socks and takkies.

Matches: School navy shorts and sports shirt, short white socks, takkies, school tog bag and tracksuit. Tennis players must wear a St Dominic's cap.

CURRICULUM

We follow the IEB and National CAPs curriculum, following structured reading, phonics and mathematics schemes. We offer an integrated approach where pupils are actively involved in solving problems, asking questions, acquiring new skills, project based learning, working collaboratively in groups, sharing ideas and participating in enrichment activities which encourage creativity, flexibility and social interaction. All critical for developing higher order thinking skills and a positive growth mind-set. A positive growth mind-set is encouraged by promoting Arthur Costa's 16 Habits of Mind, which range from critical thinking skills, social awareness and positive interaction with peers.

In the event of lockdowns such as Covid 19, we revert to teaching and learning online during academic terms. Pupils will need access to devices with sufficient data and/or Wi-Fi to complete their academic programmes.

HOMEWORK

This will be discussed in detail at the parent information evening which will be held at the beginning of the year. Foundation Phase pupils will be required to practise their reading sight words and read prescribed passages in their reading books, daily. Short homework assignments may be given and pupils are encouraged to show responsibility by carrying out simple oral instructions and bringing pictures or objects as required.

AFTERCARE

Supervision and assistance with homework is provided From Mondays to Thursdays between 14h00 and 17h00, and on Fridays between 14h00 and 16h30, under the care of a qualified teacher. Please contact the school reception office for aftercare application forms and prices.

GENERAL

Punctuality

- Pupils are to be punctual for extra murals and sports matches.
- Parents to fetch pupils on time from all activities.

Absence

Please phone the school on the day your child will be absent.
A doctor's certificate is required for absences of three days or more.
A letter from the parent is required for absences of two days or less.

Medical Appointments

These are preferably to be made for after school hours.

Term Beginning/End

Absence at this time is discouraged as new work and concepts are introduced.

Sport Fixtures/School Functions

Pupils are to attend every compulsory function.
A letter of excuse must be produced timeously for sports matches, as the team is affected.

Outside Activities

School activities take preference over outside club activities.

Class Outings

Pupils must attend, as unity within a class is built on excursions.

General Behaviour

- Good manners and behaviour are expected of pupils at school and when representing the school elsewhere.
- Good sportsmanship is essential.
- Pupils are encouraged to stand to greet adults.
- No form of dangerous play is allowed at school.
- The school will not be held responsible for irresponsible behaviour which may have tragic repercussions.
- Bullying in any form will not be tolerated.

School Grounds

- Pupils are encouraged to respect and keep their environment clean.
- No littering is allowed.
- Pupils clean their classrooms thoroughly once a term.

Relationships

Pupils must treat every child of any creed, race, gender, religion or culture equally and justly with love and respect.

Breach of Discipline

Pupils may be given detention, placed on probation, suspended or expelled depending on the severity of the infringement as stated in the disciplinary code.

The onus is on parents to create, develop and maintain self-discipline in their child(ren)

COMMUNICATION

Newsletter

News is distributed via Facebook and the weekly newsletter, called the *St Dominic's Chronicles*, which can be accessed using a link from our Facebook page and Website:

www.stdominicscollege.com

Class WhatsApp Groups

Information is also sent out on class WhatsApp groups.

School Matters

- A quarterly extra-mural timetable and event calendar is sent home via the pupils.
- Textbook and stationery lists are issued annually.
- School accounts are sent home with pupils every month and emailed to parents.
- Teachers make use of the homework book to write to parents.
- Reports are issued for terms 1, 2 and 4.

Teacher Appointments

We welcome the opportunity to talk to parents.

Appointments must be made via the Secretary's office.

Parents may not confer with teachers during school hours without an appointment.

Teachers may not be telephoned at home after 18h00. (No calls during weekends)

Parents' Evenings

One formal parents' evening is held per term.

Parents are encouraged to attend to discuss their child's progress.

Language Policy

St Dominic's is an English medium school – pupils are encouraged to speak English whilst in school and sports uniform.

School Lunches

Please send a healthy lunch for your child every day. He/she may require extra lunch and juice if staying for extra mural activities. Please do not send sweets and fizzy cold drinks.

Tuck Shop

The tuck shop will be open at both breaks every day. They sell juices, water, crisps, sweets, toasted sandwiches, etc.

Birthdays

We would like to celebrate your child's birthday at school. Please send small cupcakes. The children are allowed to come to school in civvies (adhering to the Code of Conduct) on their birthday.

RELIGIOUS ETHOS

Liturgical Singing

This is held once a week.

Religious Education

Religious education lessons are an integral part of the school day. Christian values are taught and important events of the Christian calendar observed. Non-Christians are exempt.

Prayers

Prayers are said each morning and at noon when the Angelus bell rings.

Charity

Classes collect charity daily and sandwiches every Thursday. We try to instil the awareness of our own blessings and privileges.

CODE OF CONDUCT: SCHOOL

Pupils are expected to treat others the way they would like to be treated by:

- Telling the truth
- Being well mannered
- Being a good sport
- Being a good friend
- Not touching or taking what is not theirs
- Being kind and considerate

St Dominic's pupils are expected to show respect for their school by:

- Doing the best they can in all activities
- Being loyal
- Being neat in appearance and wearing the correct school uniform
- Adhering to school rules
- Keeping the grounds and buildings tidy
- Caring for equipment

St Dominic's pupils are expected to display good citizenship by:

- Showing respect to adults
- Caring for the community

CODE OF CONDUCT: SPORT

Sport is played for healthy recreation and enjoyment. It is a necessary part of a balanced educational programme. Sport promotes physical fitness and fellowship and encourages the development of character building traits such as self-control, co-operation, loyalty, unselfishness, perseverance and leadership. Competition should produce enjoyment and a sense of achievement, never hostility.

- Keep a sense of proportion – you are playing a game
- Know how to win and lose graciously and always give your best
- Take pride in your fitness and developing skills
- Know the rules and abide by them
- Accept the umpire/referee's decision without question
- Play the ball, not the opponent
- Exercise self-control
- Encourage your team members, listen to your captain
- Do not use time wasting tactics and do not indulge in dramatics
- Never try to find excuses for defeat
- Welcome visiting teams
- Be courteous when visiting other schools
- Thank coaches, opponents, referees/umpires and organisers
- Be properly dressed for your sport
- Treat all equipment and facilities with respect and care
- Enjoy your sport

SCHOOL RULES - PERSONAL

Hygiene

- Good personal hygiene and neatness is essential.
- Nails are to be short and clean.
- Girls may not wear nail varnish or false nails.
- All make up is banned in school/sports uniform.

Hair

- Hair must be clean and neat at all times. Fringes must be kept well above eyes.
- Hair may not be dyed, highlighted or colour rinsed.
- Girls' hair extensions must match natural colours. Cornrows and braids (with or without extensions) are allowed for girls, provided they are a maximum of 10mm in diameter and that they are neat and suitable for primary school. Braids must all be the same length and the natural colour of the girl's hair. Braids shorter than collar length must be kept off the face. Longer braids must be tied back. No beads or decorations are permitted in the hair. Cornrows must run parallel from the forehead to the nape of the neck. No wigs are allowed.
- No cult hairstyles, e.g. shaven heads, steps, are allowed. (Contact the Deputy Head for clarity)
- Girls to tie up shoulder length and longer hair with small scrunchies or towelling bands in navy (5cm), white or black. No decorative combs, beads, slides or Alice bands are allowed.
- Boys' hair should not touch the ears or collar. No sideburns allowed. No braiding, plaiting, spiking, mullets, soft dreads, mohawks, undercuts, steps, zigzags or shaved in paths are allowed. (Contact the Deputy Head for clarity)

Behaviour

- Good manners are expected at all times.
- Staff and visiting adults must be greeted – stand up!
- Communication in English is expected when in sports/school uniform.
- Bad language is strictly forbidden.
- Silence is to be maintained in corridors, stairways and toilets.
- Grounds and classrooms are to be kept neat and tidy.

- No littering.

SCHOOL RULES – GENERAL

Jewellery

- A Medic-alert bracelet/necklace and a watch may be worn.
- Rosemary necklaces are allowed, but may not be visible.
- Only one earring (matching studs or sleepers) in the lowest lobe of the ear is permitted.
- Boys may not wear earrings.
- Sleepers must not fit over the joint of the little finger.
- Smart watches only by approval by the Deputy Head.
- No phone calls may be made or received from smart watches.
- No text messages may be sent or received from smart watches.

Cell phones

No cell phones are allowed at the primary school – the school cannot be held responsible for them. Pupils may contact their parents from the office.

Other

- Toilets must be flushed after use and kept clean.
- Eating during lessons is not permitted and chewing gum is strictly forbidden
- Cycling on the school grounds is prohibited
- Pupils may not be in town, dressed in school uniform, without adult supervision.
- Pupils may not wear incomplete PE or school uniform in town (this includes shoes)
- Pupils have to be picked up inside the school grounds and are not permitted to walk home.
- Smoking or any other substance abuse is prohibited
- Pupils must be punctual for all events
- No tattoos are permitted
- No toys, weapons or pornography are to be brought to school
- School suitcases are to be as prescribed
- Blazers are to be worn in winter and at formal events