

CODE OF CONDUCT

PART ONE

1. INTRODUCTION

1.1 LEGAL FRAMEWORK

- 1.1.1 In terms of Section 8 of the South African Schools Act No 84 of 1996, (SASA), the School Governing Body (SGB) must, subject to any provincial or national law, adopt a Code of Conduct for the learners of the school after consultations with them, their parents and educators of the school.
- 1.1.2 This Code of Conduct is in line with the Guidelines for a Code of Conduct for Learners as published in the Government Gazette No. 18900 of 15 May 1998 (Notice No. 776 of 1998).
- 1.1.3 The Code of Conduct must aim at establishing a disciplined and purposeful school environment dedicated to the maintenance and improvement of the quality of the learning process of the school.
- 1.1.4 The purpose of the Code of Conduct is to promote positive discipline, self-discipline and exemplary conduct of learners. The underlying philosophy of the Code of Conduct is the mutual respect and upholding of the values required for each and every learner to be able to enjoy her Constitutional Rights. Examples of these principles and values are: democracy; non-discrimination and equality; privacy, respect and dignity; non-violence and the freedom and security of the person; and a safe school environment which is conducive to teaching and learning. These Rights all imply associated responsibilities.
- 1.1.5 In terms of Section 8(4) of the SASA, nothing contained in the SASA exempts a learner from the obligation to comply with the code of conduct of the school. Each learner is, thus, subject to the stipulations of the **CODE OF CONDUCT** and binds herself to the effective implementation thereof.

All learners shall comply with the Code of Conduct, unless any provision of the Code of Conduct is inconsistent with a learner's rights in terms of the Constitution of the Republic of South Africa or any other rule of law.

1.2 JEPPE'S ETHOS

In addition to the above, girls at Jeppe take pride in the history, traditions, achievements and reputation of the School. Old Girls, parents and teachers wish to maintain the high standards not only in academic and extramural activities but also in the spheres of behaviour and strength of character.

For purposes of the application of this Code, misconduct is divided into categories ranging from the less serious to the very serious. This has been done to coincide with the different disciplinary measures that may be taken and different procedures that may be followed in dealing with the categories of misconduct in terms of this code.

2. RULES AND REGULATIONS

2.1 BEHAVIOUR

As a learner of Jeppe High School for Girls, I have access to quality education. I can pursue my studies in an encouraging, secure and successful educational environment. To help achieve this, I accept the following responsibilities and agree to:

- a) respect all people irrespective of culture, creed, social origin or background;
- b) pursue my studies with dedication, honesty and diligence;
- c) avoid any actions that disrupt lessons, or in any way infringe on the teacher's right and responsibility to teach and the right of learners to learn;
- d) contribute and voice my opinion honestly and openly, but politely;
- e) attend school regularly, and attend all classes during the school day;
- f) be on time for the start of the school day and for every lesson;
- g) respect the dignity of all learners and staff;
- h) be considerate and supportive in my actions towards all learners and staff;
- i) behave in an exemplary manner outside school when representing the school;
- j) not display any inappropriate public affection with other individuals;
- k) behave in an exemplary manner on the streets, in shopping areas and on public transport;
- l) show courtesy to visitors to the school;
- m) avoid aggressive behaviour;
- n) avoid engaging in any activity that may jeopardise the safety, security or academic progress of any other person;
- o) refrain from bringing harmful, illegal substances, dangerous objects or offensive material to school;
- p) preserve and protect school property entrusted to me;
- q) never steal, damage, hide or remove other people's property;
- r) be responsible for the care of my own possessions;
- s) wear the required school uniform with pride and according to the rules, both inside and outside the school;
- t) always sit in a dignified, lady-like manner and keep my shoes and socks on when in uniform;
- u) never to eat in uniform outside of school, unless I am in a stipulated food zone;
- v) display good sportsmanship by encouraging team spirit and being respectful towards opponents;
- w) adhere to the Code of Conduct;
- x) **NOT BRING THE NAME OF THE SCHOOL INTO DISREPUTE THROUGH THE COURSE OF MY ACTIONS.**

I understand that I must abide by this Code of Conduct at all material time, unless any provision of the Code of Conduct is inconsistent with my rights in terms of the Constitution of the Republic of South Africa or any other rule or law. I further understand that unlawful or illegal breaches of and / or unauthorised deviation from the Code of Conduct will result in punishment, as well as the possible withholding of testimonials and if necessary, disciplinary hearings conducted in accordance with the procedures laid down by the Department of Education

2.2 DRESS CODE AND PHYSICAL APPEARANCE

2.2.1 ACADEMIC UNIFORM

- a) Dress: **Summer:** Regulation dress (Shamrock green), Dress length is NOT to be more than 12cm from floor to hem when kneeling. No cycling shorts may be worn.
Winter: Regulation pinafore dress (bottle green), Dress length is NOT to be more than 12cm from floor to hem when kneeling. No cycling shorts may be worn. Long-sleeve, white collared shirt worn beneath the pinafore dress.
- b) Jersey: **Summer:** Only a regulation pullover. No long-sleeved jersey.
Winter: Regulation long sleeved jersey or pullover. Sleeves may not be frayed.
- c) Shoes: Shoes with laces tied at all times. No buckles, thick soles, fancy eyelets or stitching.
- d) Socks: **Summer:** White regulation ankle socks turned down once, above the ankle bone, no secret socks.
Winter: Black stockings. No socks to be worn under stockings.
- e) Blazer: Blazer with buttons must be worn at ALL time, except when a staff member has given permission for it to be removed. The collar must be turned down, sleeves may not be rolled up.
A school name badge must be worn on the right-hand blazer lapel for identification purposes. Only official school badges are permitted i.e. RCL, Top Ten and Extra-mural code leader badges.
Blazer must be worn with sports uniform when leaving the school premises.
Blazers may not be worn over any uniform other than the uniforms provided for in this Code or sanctioned by way of an exemption i.e. civvies
Blazers must be cleaned at least once a term. (It can be washed).
- f) Ties: Winter uniform only.
Junior tie (Grade 8 - 10) - white with horizontal black stripes
Senior tie (Grade 11 – 12) – white with diagonal black stripes
Councillor tie - white with extra diagonal black stripes
- g) Scarves: Black regulation scarf may be worn in winter only. Scarf must be worn in such a way that the tie is visible at all times.
White scarves may be worn by the following learners:
Grade 12 RCL representatives, Councillors, Full Colours recipients and extra-mural code leaders.
- h) Blankets: Only in extreme cold weather conditions may the small Jeppe fleecy blanket be used during class time. (The wrapping of blankets as a garment is not permitted.)
- i) Beanies, earmuffs are not permissible.
- j) All clothing must be clearly marked.
- k) The school tracksuit is PRIMARILY for extra-mural activities and physical education lessons.

2.2.2 LIFE ORIENTATION / PHYSICAL EDUCATION ATTIRE

- a) All learners must have a Jeppe golf shirt, school shorts or school track pants and suitable athletic footwear (preferably black or white cross trainer varieties) for the physical education lessons.
- b) Shorts and Track pants: Jeppe regulation shorts or Jeppe regulation track pants only.
- c) During the swimming terms:
Swimming Costume: A black-one-piece swimsuit.
Swimming Cap: Hair must fit into swimming cap.
- d) INTERHOUSE EVENTS: Full academic or physical education uniform unless otherwise instructed.

2.2.3 SPORTS UNIFORM

- a) All learners must have a Jeppe golf shirt, school shorts or school track pants and suitable athletic footwear (preferably black or white cross trainer varieties) for the relevant sport codes.
- b) School caps and sun-hats are available for the various sport codes.
- c) The official **sport** uniforms are worn for matches, tournaments, trials etc.
- d) Learners must wear their blazers or an official team jacket with their sports uniform. No other jackets/jerseys are allowed
- f) The following uniform requirements are compulsory for girls involved in **extramural codes**.
- g) Learners who choose to wear a headscarf or any other item sanctioned by way of an exemption, may do so together with the sports uniforms provided for below.
- **Athletics:** School athletics vest and running shorts.
 - **Choir:** Black dress with trim
 - **Cricket:** Cricket whites will be required for matches. Jeppe golf shirt can be worn.
1st XI: Cricket whites with black, / gold trim
 - **Cross Country:** School athletics vest and school cross country shorts
 - **Equestrian:** As per code specific regulation
 - **Hockey:** **U14-U16:** White, sleeveless Jeppe sports top, black hockey socks with white stripes, sports skorts.
2nd team: Hockey dress, black hockey socks with white stripes.
1st team: Hockey dress, white hockey socks with black stripes.

- **Netball:** **U14-U17:** White, sleeveless Jeppe sports top, sports skorts.
 U18: Netball dress
- **Orienteering:** School athletics vest and school cross country shorts
- **Pipe Band:** As per code specific regulation
- **Soccer:** White Jeppe sports top, black school shorts, black socks with white stripes.
- **Swimming:** School team swimming costume, team swimming cap, Jeppe golf shirt and Jeppe shorts.
- **Tennis:** **Juniors:** White, sleeveless Jeppe sports top, school shorts / skorts
 Seniors: White, sleeveless Jeppe sports top, sports shorts / skorts
- **Volleyball:** **Juniors:** White, sleeveless Jeppe sports top, school shorts / skorts
 1st team: Black sleeveless volleyball top, school shorts / skorts

f) If team/code captains or leaders would like to add special items to their team uniform they must first discuss this with the Code-convenor, and HOD in charge, before submitting a formal written application to the Headmistress for approval.

2.2.4 EXEMPTION TO THE STANDARD SCHOOL UNIFORM REGULATIONS

- 2.2.4.1 A learner or parent who wishes to receive an exemption for any deviation from the standard school uniform regulations may make a written application to the School Governing Body Exemptions Committee at the start of the academic school year.
- 2.2.4.2 The School Governing Body Exemptions Committee will consider exceptional cases as they arise during the academic year and shall be dealt with on a quarterly / school term basis.
- 2.2.4.3 A learner or parent may apply for exemption on the basis of, but not limited to, religion, cultural, gender neutrality or expression.
- 2.2.4.4 The following uniform regulations are applicable for the most common exemption requests and will be automatically granted by the SGB as a matter of course.

Muslim learners will have the option of wearing either:

- The regulation school dress (summer and winter)
- Plain, unadorned black headscarf (hijab). The scarf may not obscure the school name badge.
- Plain full length loose fitting black trousers beneath the school dress
- The school blazer.

OR

- Full length, loose fitting black trousers.
- Long sleeved, high necked and below the knees (*jubbah*) Material: medium weight polycotton – same weight as school dress.
- Lace up shoes, socks
- Unadorned head-dress (*hijab*) i.e. no fringing, lace, etc. (material: lighter weight to follow head shape.)
- The entire garment is to be black. A school badge must be purchased from school to be sewn onto the top left-hand side of the *jubbah*
- The wearing of the school blazer is optional for *jubbah* wearers; however the school name badge must appear on the right-hand chest area for identification purposes.
- If additional warmth is required, cardigans etc. are to be worn UNDER the *jubbah*. No “hoodies” under *jubbah* is permissible.

Hindu learners will be permitted to:

- wear prayer bracelets and nose & ear-piercing as per Hindu custom

2.2.5 HAIR

- a) It will be the parent / guardian responsibility to ensure that their daughter's hairstyle does not detract from the wearing of the school uniform and that the hairstyle is practically suited to an educational environment.
- b) Long hair is to be tied back with **BLACK** accessories only. No long hair may be untied. Hair extensions may not exceed waist length when tied up.
- c) Hairstyles may not obscure or impair the learner's own view or that of another learner.

2.2.6 JEWELLERY AND ADORNMENTS

- a) Only an unadorned wrist watch, and medic alert disc may be worn.
- b) Only small / medium, PLAIN gold or silver, sleepers or studs may be worn. A matching pair must be worn in the lower part of the ear lobe. A sleeper has the SAME diameter its entire circumference.
- c) Extra and other body piercings must remain unadorned, unless such body piercings have been sanctioned by way of an exemption.
- d) Visible tattoos must be covered.

2.2.7 MAKE-UP

- a) NO make-up is permitted.

2.2.8 NAILS

- a) Excessively long nails are not permitted. ONLY clear nail varnish may be worn.
- b) NO artificial nails.

2.3 SCHOOL PROCEDURE

2.3.1 OFFICIAL SCHOOL HOURS

School hours are from 07:30 to 14:20.

2.3.2 SCHOOL ATTENDANCE

- a) If a learner is unable to attend school for an acceptable reason, then the parents/guardians must contact the school early that morning.
- b) When a learner has been absent she must bring a note from her parent or guardian, explaining her absence and hand it in to her Registration teacher on the **morning she returns** to school. Detention will be issued THAT DAY if no letter has been produced.
- c) A Registered Health Practitioner's note is required in the case of missing a examination, cycle test as well as absence of 3 or more consecutive days.
- d) If a learner misses a examination, cycle test, class test or a portfolio task it is her responsibility to catch it up immediately.
- e) Learners are not permitted to leave the grounds during school hours unless their parents or guardian have made written arrangements with the school and a parent or legal guardian has personally signed their daughter out. This is a mandatory GDE regulation.
- f) Learners leaving school without a written request from their parents or guardian or prior arrangement with the school telephonically or otherwise will be marked absent for that day.
- g) Absence on an inter-house activity day is UNACCEPTABLE and will be recorded for Testimonial purposes. The school will only accept a Registered Health Practitioner certificate.

2.3.3 REGISTRATION

REGISTRATION PERIOD STARTS at 07:40.

- a) Learners must sit in alphabetical order in the class.
- b) Administration will be done during this period: Handing out notices, collection of reply slips, uniform inspections and RCL Projects.
- c) Once the learners have completed the administration, they will have a READING period.
- d) RCL to empty the paper recycling bin. Any other recycling material to be taken to the bins.

2.3.4 LATECOMERS

We view punctuality as an essential element of self discipline, consideration for others, and co-operation in the smooth running of our school. It also prepares our learners for the rigours of later life when they are required to be punctual in their post-school careers.

- a) School begins daily at 07:30. Girls must be in their registration classes by 07:40 when register is taken. A girl will be marked "late" if she is not IN the registration classroom when the 07:40 BELL RINGS.
- b) Girls who arrive at school after 07:40 in the mornings must report to the School secretary's office where they must collect a "late pass" before going to class. A girl who is late without a valid or acceptable reason will have a detention on the **SAME** afternoon from 14:00 -15:00 on the day of the week in which she has been late.

LATECOMER INTERVENTION:

- a) There will be no prior notice of such intervention. Learners must automatically expect to remain on that day if they have been late.
- b) A note, e-mail, phone call from parents or guardian is expected for late arrivals as soon as possible after the event.
- c) No excuses whatsoever will be accepted to excuse a learner from the intervention, except if a valid or acceptable reason is provided E.g. Medical appointments, extra lessons, sports matches; the latecomer intervention takes precedence over all these activities.

2.3.5 ACADEMIC MATTERS

- a) The school offers extra lessons in the afternoon for girls who need remediation or extension work. If the school asks a learner to attend extra lessons, parents or guardian are requested to assist the school by enforcing attendance, as this is done in the best interest of a learner's progress.
- b) Girls who do not meet assessment deadlines will be required to attend Intervention classes with the relevant teacher from 14:00 to 15:00. We kindly request parents or guardian to make appointments after 15:00.
- c) Academic concerns are to be communicated **in writing** to the Deputy Headmistress in charge of Academic matters.
- d) Textbooks:
 - Textbooks are issued per subject as required. These textbooks must be returned in good condition. Replacement fee for lost or damaged books is R250.
 - Language readers are issued at appropriate times. These must be returned in good condition.

- e) Reports are issued on the last day of every term, except for Grade 12's in Term 1. Parents or guardian must sign the report and send it to school on the first day of the new term.

2.3.6 OUT OF BOUNDS

2.3.6.1 AREAS OUT OF BOUNDS DURING BREAKS:

- a) No learners may sit anywhere in the buildings including stairwells during breaks unless specific instructions have been given or it is raining.
- b) No sitting or standing on the tarmac or near the cars.
- c) All classrooms and corridors are out of bounds before school and during breaks unless learners are attending a formally arranged meeting or unless it is raining.
- d) The first row of pine trees on the Lynx Street side denotes the distance which must be kept away from the fence. No one may sit between the fence and the pine trees. Everyone must sit 3 metres from the perimeter of the fence.
- e) No one may sit next to the gates. No one may sit outside the Admin office or in the area next to the Paper Recycling bin.

2.3.6.2 AREAS OUT OF BOUNDS AT ALL TIMES UNLESS UNDER STAFF SUPERVISION

- a) The Hall
- b) The swimming pool and swimming pool area
- c) Car park areas

2.3.6.3 AREAS GENERALLY OUT OF BOUNDS

- a) The Front Door is out of bounds to all learners except for the matrices.
- b) The seats and stairs in front of the Admin offices unless awaiting an appointment.

2.3.6.4 BEFORE SCHOOL

Before the 07:30 bell, Learners may be:

- a) On the ground floor ONLY if they are going to pay money at the Finance Office OR are reading notices from relevant notice boards.
- b) Learners may go directly to the library on the third floor ONLY to return or to borrow a book.

At 07:30: when the 07:30 bells rings, learners may go to their lockers.

2.3.6.5 AFTER SCHOOL

- a) Learners may not wait for transport on the pavements after 14:30. They are to wait inside the school grounds until their transport arrives.

2.3.6.6 COMPUTER CENTRE

- a) Learners may only be in the Computer Centre when there is an educator or a computer centre assistant present.

2.3.7 CORRIDOR PROCEDURES

- a) Movement between classes: Learners should walk in single file, keep to the left and be as quiet as possible.
- b) Learners may not go to lockers between periods.
- c) If a learner is late going from one class to another, she must bring a note from the preceding class teacher to the next class teacher.
- d) Learners must line up quietly in single file outside the classroom and wait for the teacher to allow them to enter.

2.3.8 CLASSROOM PROCEDURES

- a) Learners must stand and exchange greetings with the teacher before taking their seats.
- b) Learners may only take their blazers off if given permission to do so.
- c) Each teacher is entitled to formulate his/her own classroom rules within the school's Code of Conduct to which the class members must adhere.
- d) A learner is required to be a constructive participant in all classroom activity.
- e) A learner is required to have completed her homework, including all the assignments timeously.
- f) A learner is required to respect her teacher's authority.
- g) Insolence is unacceptable.
- h) Learners should greet a teacher who visits the classroom.
- i) At the end of the lesson, learners must wait to be dismissed by the teacher.
- j) There should be no littering. Any fallen litter must be picked up before a class leaves a classroom.
- k) Place all paper in the Orange Paper Recycling Bin and all other litter in the bins provided.
- l) There will be no eating or drinking in class.

2.3.9 LIBRARY

- a) The school has a well-resourced library and all learners are entitled to make use of the facility and all material resources.
- b) School bags, cell-phones, food and drink are not allowed in the library.
- c) Learners are expected to be quiet in the library and behave in a responsible manner.
- d) The library is normally open Monday through to Thursday from 2 – 4pm for homework and study sessions.
- e) The library is open for the issue/return of books at both breaks throughout the week. Girls are permitted to loan one fiction book and one non-fiction book for a period of ten days at a time. Reference books are not issued. Fines of R1.00 per day late are levied against overdue items. A lost book must be replaced at cost value. Payment for lost books are payable at the Finance office once costs have been ascertained by the library teacher.
- f) Should the library be closed during a break time, a box will be available inside the library security gate for learners to return books.
- g) Each learner will receive a personalised library card. Liability for all books issued on that library card lies with the owner of the card. Pupils are not permitted to let any other person to use their library cards.
- h) No library items may be removed from the library without being processed through the Issue Desk. Any item taken from the library without being processed through the system will be considered stolen and appropriate action will be taken against the individual/s in possession of unprocessed library items.
- i) Learners are to ensure that books issued have been stamped with a return date. Due care is to be given to books issued. Any damage to books must be brought to the attention of library monitors issuing the item. Return of damaged books will incur a financial penalty determined by the library teacher.
- j) No material is to be cut from library books, magazines or newspapers. Any library item that is defaced or damaged by learners will face disciplinary action.
- k) Any lost cards must be reported immediately to the library teacher in the form of a written letter from the learner's parent/guardian. The letter should state when the card was lost and a replacement fee of R30.00 should accompany the letter. A new card will be issued upon receipt of this letter.
- l) The library has photocopying, binding and laminating facilities (cost dependent on item). All laminating / binding requests must be submitted with at least two days notice for library monitors. Costs are payable to the monitors on duty, no credit requests are permitted.

2.3.10 EXTRAMURAL ACTIVITIES

- a) Participants in extra-mural activities must report 15 minutes before the scheduled starting time.
- b) **Matches:** Participants must report 30 minutes before the scheduled starting time (if JHSG is hosting the activity) or in accordance with the teacher's instructions.

2.3.11 GRADE 8 SPORT ACADEMY

- a) Grades 8's have a compulsory Sports Academy every Wednesday from 14:00 – 15:30 in Term 1 and Term 3.
- b) No learner will be excused from the academy. Please make doctor and dentist appointments for after 15:30.

2.3.12 CRITERIA FOR AWARDING SCHOOL COLOURS

- a) No award is automatic nor merely recognition of an activity well performed.
- b) Excellent behaviour at all times, dedication, loyalty and service to the school, acceptable attendance records at practices and competitions, participation in house events and punctuality, must be achieved and maintained before any consideration will be given to an actual award.
- c) Colours will be awarded at the end of the school season. Any achievements outside the school calendar/season shall only be acknowledged in the following season.
- d) Generally across all codes, half colours are awarded to pupils who are members of the first or A team, who are in grades 10, 11 or 12, who have represented Jeppe for 3 seasons (in that particular code or cultural activity), and have displayed outstanding performance in terms of Gauteng/District u/16 or u/19 standards.
- e) Full colours are awarded to pupils in Grade 11 and 12 who have previously received half colours and who have displayed exceptional performance in terms of top senior Gauteng/ District standards.
- f) Exceptional individual cases will be dealt with by the committee.

AWARDS

- a) **Half Colours** – black scroll, white writing, worn on school blazer/jubah.
- b) **Full Colours** – white scroll, black writing, worn on black colours blazer/jubah.
- c) **Full Colours Service Award** – a white scroll and Honours blazer pocket badge on regular school blazer/jubah.
Applicable to Computer and Media centre learners.
- d) **Re-awards** – a certificate shall be presented, but no further scroll may be purchased.
- e) **Merit Certificate** – awarded pupils who have achieved a better than average performance within the standards of the school. May be awarded to a pupil in any grade.
- f) **Team Certificate** – awarded to pupils in matric who have represented the school in a team for 3 years or more, or has been of worth to the team, even if she does not fulfil the criteria of having represented the school for 3 years.
- g) **Meritorious Mention** – announced from the stage and printed in the school magazine eg. Provincial Representation outside of school in codes not offered at the school.

Certificates indicating the above shall be handed out on the stage after the announcements.

2.3.13 RAISING FUNDS AT SCHOOL

- a) No learner is permitted to sell goods of any nature in order to raise money for personal causes within the school at any time.
- b) Only school sanctioned fundraisers can be used to raise money at the school.
- c) Learners will be issued with a sponsorship form for funding of excursions, tours or extra-curricular activities.

2.3.14 ATTENDANCE AT EVENING FUNCTIONS

Learners who attend functions at school which are held in the evenings MUST be collected within half an hour of the finishing time. Learners will be required to wait with the security guards in the case where parents or guardian are late to collect their daughters.

2.3.14 PORTFOLIO OF HOLIDAY WORK

Learners are encouraged to complete the Jeppe Holiday book for the hours volunteered during the holidays. The log book is useful for tertiary and bursary applicators as well as the testimonial from the school.

2.4 PERSONAL ELECTRONIC EQUIPMENT (cellphones, ipods, psp's, etc.)

The school e-Safety Policy is applicable in conjunction with the code below.

Every learner is bound by the AUP (Acceptable Usage Policy) signed at the beginning of each new school year. Any inappropriate electronic media behaviour will be considered as a level 2 infringement and sanctioned accordingly.

While the school acknowledges that cellphones have become an important and useful means of communication, it is also aware of the fact that their abuse particularly by learners poses social, ethical and safety consequences.

The school discourages learners from bringing electronic equipment to school, especially cellphones for the following reasons:

- a) Learners, who carry or use cellphones in public, particularly when travelling to and from school, have become the target of criminals. These attacks occur most frequently when learners are seen using their cellphones.
- b) Theft of cellphones at school from blazers and bags may occur.
- c) Cellphones can be used for dishonest means during class activities, tests and examinations.
- d) Cellphones are increasingly multi-functional, offering an array of features designed to attract and entertain users. The availability of these features means that learners with cellphones tend to access and use such features in the classroom becoming distracted from their work.
- e) Cellphones allow learner's unlimited access to salacious and age-inappropriate material, as well as making learners vulnerable to approaches by undesirable individuals.
- f) Cellphones may carry private and personal material which may become accessible to criminals when cellphones are borrowed, lost or stolen.

2.4.1 RULES REGARDING THE USE OF CELLPHONES:

- a) Learners are urged not to bring cellphones to school. They are brought to school entirely at the owner's risk. The staff will not spend time investigating theft of electronic equipment. Learners may approach staff for permission to use the school landline in cases of emergency.
- b) Cellphones may not be used upon entry to the school until 14:00. Exceptions to the formal school time ban can be authorised with teacher supervision for education related activities or emergency situations.
- c) Learners may not wear earphones while in uniform.

2.4.2 SANCTIONS FOR CONTRAVENTION OF THE ABOVE RULES:

- a) Contravention of the electronic equipment rules will result in the confiscation of the relevant electronic item and held under receipt by the Deputy Headmistress.
- b) When the electronic equipment has been confiscated the item may only be collected after a period of 3 months and a fine of R250 will be levied. The fine will be payable on return of the confiscated item.

THE SCHOOL WILL NOT TAKE RESPONSIBILITY FOR LOST OR STOLEN CELLPHONES.

2.5 HEALTH, SAFETY AND SECURITY PRECAUTIONS

- a) The school does not undertake the replacement of stolen or lost property under any circumstances.
- b) No schoolbags or clothes are to be left unattended in corridors during breaks or at the side of a building or field.
- c) During Assembly, no bags may be left in the "no bag" zone.
- d) A limited number of lockers are available on a first come first served basis.
- e) Learners may not congregate at lockers.
- f) When assembling in any venue, entrance / exits may not be blocked by learners / bags. All entrances must be kept free for emergency exits.
- g) The learners may not walk in uniform in the streets with their cell phones, iPods or earphones or other electronic devices.
- h) It is the responsibility of every learner to take the health, safety and security precautions seriously at all times.
- i) **HIV/AIDS Universal Precautions will be adhered to.**

- j) The school will not take responsibility for any injury caused through negligence or non-compliance to the health, safety and security precautions.
- k) It is the responsibility of the school in terms of the Health and Safety Act to ensure that the school premises are safe and to promote healthy environmental standards.

2.6 GENERAL RULES

- a) Any form of damage or defacement of school property will not be tolerated. The cost of replacement or repair will be borne by the learner or learners concerned. A learner will be expected to pay for the fixing of any damage caused to the school property. Disciplinary action will be a consideration depending on the nature of the damage. Arrangements to pay will be made with the parents/guardians of the learner.
- b) Damage to school property should be reported to a deputy principal or staff member at once.
- c) Lost property is to be handed in at reception.
- d) Learners using the tuckshop must line up in single file and must be courteous to the servers at all times. There will be no pushing in or reserved places in the queue. Girls may not queue with their bags. Learners must be silent when queuing.
- e) Learners are not permitted to be at the tuckshop before the breaks begin and after the bell at the end of break or between periods when changing class.
- f) Diaries must be available at all times.
- g) The **3rd floor** toilets are for seniors ONLY (Grade 10, 11 & 12) and the **2nd floor** toilets are for juniors ONLY (Grade 8 & 9)
- h) Chewing gum is forbidden.
- i) Place all litter in the Recycling Bins provided.
- j) The School will not be responsible for the loss of individual items including school bags, books, sporting equipment and cell phones.

THE SCHOOL WILL DEAL SEVERELY WITH LEARNERS FOUND IN POSSESSION OF ITEMS THAT ARE NOT THEIRS AND CIVIL PROCEEDINGS WILL BE CONSIDERED.

2.7 EXAMINATION RULES

- a) Learners must sit in alphabetical order in their assigned desks.
- b) Learners are to be seated 20 minutes before the start of the examination session. Anyone who arrives after this time will remain outside the examination venue until permission to enter is granted by the invigilator.
- c) Learners must remain in the venue for the duration of the examination session and will only be excused for unexpected emergencies. Learners are expected to go to the cloakroom before the start of the examination.
- d) Learners' bags must be placed outside the venue. Security guards will patrol the corridors. Learners are reminded not to bring any valuables to school, as the school will not be held responsible for loss or theft in this regard.
- e) Learners may only place stationery in a transparent stationary bag. The stationary bag will consist of:

3 blue pens	2 pencils	a sharpener	an eraser
stapler	Calculators	coloured pens	30cm ruler

- f) NO tippex is allowed in an examination.
- g) Cellphones must be switched off, the battery removed, and placed in a clear plastic ziplock bag.
- h) The cellphone bag must be placed underneath the chair of the owner.
- i) A learner may not have any book, notes or any other document or paper, including used paper, or other material, which may be of help in the examination venues. Furthermore, all girls writing in the Multipurpose Room may not have their cell phones on them or in the venue.
- j) A learner caught in possession of a cell phone on her person will have her phone confiscated and NSC examination irregularity protocol will be followed by the invigilator.
- k) A learner may not help, try to get help or try to communicate with any other person except an invigilator.
- l) Learners may not copy an answer or part of an answer, from another person or from a book or any other source, furthermore a learner who sits in a way that allows others to see her work will be considered to be cheating.
- m) If a learner is absent for an examination, she must bring a health practitioner certificate with a statement from the doctor that he/she is aware that the learner has missed an examination.
- n) Learners may not bring water, cold drinks, sweets, etc. into the examination venue.
- o) Learners may not continue to write after the examination has ended and the invigilator has called "Pens down".
- p) No learner will be admitted into an examination venue at the end of the year without a Textbook slip. The learner must FIRST report to the designated Deputy Principal to make arrangements for the return thereof.
- q) Any learner who contravenes the examination rules will be subject to the sanctions in terms of this Code of Conduct.

3. OFFENCES AND SANCTIONS

The following sections describe some of the more common areas of misconduct. The list is not exhaustive. Generally accepted **norms** of society and schooling will apply in considering whether or not misconduct has occurred. The normal punishment (sanction) which may be imposed by the Headmistress or the designated deputy, the SGB, the Educators or the Grade 12 Councillors competent to deal with cases of misconduct after a learner is found guilty of misconduct are listed. The actual sanction taken will depend on variable factors including the severity of the misconduct and the circumstances in which it occurred.

Repeated misconduct will warrant warnings, which themselves may be graded according to degree of severity, plus where appropriate a punishment of, for example, detention. More serious infringements or repeated misconduct may call for a final warning, and/or other action short of expulsion.

Expulsion is reserved for cases of serious misconduct or repeated offences, as listed under "serious misconduct" below.

Note that in terms of Government Gazette No. 776 of 1998, the Principal or an educator, upon reasonable suspicion, has the legal authority to conduct a search of any learner, or property in possession of the learner for a dangerous weapon, firearm, drugs or harmful substance, stolen property, or pornographic material brought on to the school property.

3.1 MAINTAINING DISCIPLINE AND POSSIBLE SANCTIONS

3.1.1 Discipline must be maintained in the school and in the classrooms to ensure that the education of learners proceeds without disruption.

Discipline must deter learners from violating the rights of educators or other learners.

3.1.2 Creative measures for offences may include:

- Verbal reprimands
- Written notifications
- Supervised schoolwork
- Supervised Intervention sessions whereby remediation practices for offence is given e.g. time management techniques for persistent late-coming, cleaning school equipment for defacing property etc.
- Community Service
- Warning letters
- Withdrawal of recognition, e.g. colours
- Denial of privileges, e.g. participating in school outings, matric dance
- Referral to Social Worker
- Suspension from school activities
- Suspension from class or from school
- Exclusion from school
- While punishments are intended to discourage and correct inappropriate behaviour, there are also forms of recognition in place which reward positive performance and behaviour.

3.1.3 Positive measures to reinforce good behaviour may include:

- Verbal praise and encouragement
- Public announcements
- Certificates of recognition
- Colours
- Awards made at formal assemblies
- Certificates of merit at the beginning of the term

Educators have full authority and responsibility to correct the behaviour of learners whenever such correction is necessary. Serious misconduct must be referred to the Deputy Principal dealing with discipline.

3.1.4 Maintaining Discipline

LEVEL 1 OFFENCE

Punishable Offences	Disciplinary Sanctions
1. Late coming and Absenteeism <ul style="list-style-type: none"> • Late coming to school • Absent without a letter on a day or return 	<ul style="list-style-type: none"> • 1 hour afternoon intervention on the day of the offence. • Afternoon intervention on the day of the offence for ONE hour.
2. Missing deadlines for assessment tasks <ul style="list-style-type: none"> • Assessment not done or left at home 	<ul style="list-style-type: none"> • Academic intervention on the due-date for ONE hour to complete work not done.
3. In the classroom and in the school <ul style="list-style-type: none"> • Books, equipment or kit left at home • Homework not done, or copied • Late arrival for class • Eating, chewing or littering • Not abiding by the dress code 	<ul style="list-style-type: none"> • Default issued for each of the infringements. • After 3 defaults, letter will be sent home. • After 6 defaults within 2 months, letter will be sent home, parents or guardian will be phoned, and learner will go to supervised homework sessions. • Habitual behavioural infringements will be recorded in the <u>personal</u>
4. Electronic equipment	<ul style="list-style-type: none"> • When the electronic equipment has been confiscated the item may only be collected at the end of the term and a fine of R250 will be levied. The fine will be payable on return of the confiscated item.
5. Inappropriate public display of affection	<ul style="list-style-type: none"> • Verbal reprimand; written punishment; teacher/class apology; break intervention; Parent or guardian contacted, compulsory extra lesson attendance.

LEVEL 2 OFFENCE

Punishable Offences	Recommended Punishment
Loss of Jeppe Diary	Pay replacement and administrative fee.
Repeated Dress Code infringements	Intervention. Call parents or guardian. Community service.
Non-attendance at intervention	Double the intervention time. Call parents or guardian.
Cheating in a test, assignment or examination or plagiarism	No marks credited for that assessment item; Call the parents or guardian; Afternoon intervention. Disciplinary Hearing.
Forging signatures	Call the parents or guardian. Afternoon intervention. In repeat cases, police will be called. Disciplinary hearing. Community service.
Defiance and disregard for educator's instruction; disruptive behaviour	Sent to Deputy Principal in charge of Phase. Suspend from class. Intervention. Call parents or guardian. Informal hearing (SGB & parents).
Fighting; lying	Call parents or guardian. Suspension from school. Informal hearing.
Inappropriate electronic media behaviour	Send to Deputy Principal in charge of Phase. Suspend from class. Intervention. Call parents or guardian. Informal hearing (SGB & parents or guardian).
Vandalism	Call parents or guardian. Suspension from school. Informal hearing (SGB and parents). Community service.
Bullying; Cyber-bullying; intimidation; theft	Call parents or guardian. Suspension. GDE/SGB disciplinary hearing.
Disrespect to any Staff Member or verbal abuse to: Admin Staff, Tuckshop Staff, Educators or Ground Staff	Suspension. GDE/SGB disciplinary hearing.
Alcohol: possession at school or on an outing Illegal substances/items/weapons: this includes possession, consumption, distribution, assisting other learners in the use of these substances or items at school or on an outing.	Suspension. GDE/SGB disciplinary hearing.

FAILURE TO COMPLY WITH RECOMMENDED SANCTIONS FOR MISDEMEANOURS WILL RESULT IN FORMAL DISCIPLINARY HEARING PROCESURES BEING INSTITUTED AGAINST THE LEARNER.

3.2 SERIOUS MISCONDUCT AND THE POSSIBLE SANCTIONS

3.2.1 The Gauteng Department of Education has published Regulations on Serious Misconduct in Provincial Gazette (Vol. 6, No. 144, 4 October 2000). Certain amendments were passed in the Education Laws Amendment Act (No 50 of 2002) and in the Education Laws Amendment Bill of 2005. These apply to all learners. The following sections are direct extracts from the Regulations. As mentioned above, this list is not exhaustive and should be viewed only as a guideline.

- **SCHEDULE 1 OFFENCES WHICH MAY LEAD TO SUSPENSION**

A learner will be guilty of serious misconduct if she intentionally and without just excuse –

- (a) seriously threatens, disrupts or frustrates teaching or learning in a class;
- (b) engages in a conspiracy to disrupt the proper functioning of the school through collective action;
- (c) insults the dignity of or defames any learner or any other person, which includes racist remarks;
- (d) distributes, or is in the possession of any test or examination material that may enable another person to gain an unfair advantage in a test or examination;
- (e) cheats in a test or examination or any other form of assessment such as assignments;
- (f) Is under the influence or in the possession of alcohol.

- **SCHEDULE 2 OFFENCES WHICH MAY LEAD TO EXPULSION**

A learner will be guilty of serious misconduct if she –

- a) is found guilty of misconduct as contemplated in Schedule 1 after having been found guilty of the same or similar misconduct on two previous occasions;
- b) fails to comply with a punishment or suspension as a correctional measure; or

c) intentionally and without just excuse –

- forges any document or signature to the potential or actual prejudice of the school;
- trades in any test or examination question paper or in any test or examination material;
- attempts to bribe or bribes any person in respect of any test or examination to enable herself or another person to gain an unfair advantage therein;
- engages in fraud;
- engages in theft, or otherwise acts dishonestly to the prejudice of another person;
- is in possession of, consumes or deals in any illegal substance or other harmful substance;
- is in possession of, uses or transmits narcotic or unauthorised drugs or on visible evidence of such possession, use or transmission;
- is in possession of any dangerous weapon;
- assaults or threatens to assault another person.

3.2.2 The following are the possible sanctions that may be taken:

- a) Any sanction mentioned in paragraph 3.1.2 above, and/or
- b) Suspension from school for up to one week. This punishment may also include any combination of sanctions provided for in the previous sections.
- c) The latter punishment may be suspended on conditions as determined by the SGB in consultation with the Headmistress, including a condition that the learner undergoes a programme of treatment and/or counselling reasonably necessary or desirable to assist the learner to reform.
- d) Suspension from School with the intent to expel pending a decision by the Head of Department of the GDE as to whether to expel the learner from the school.

Disclaimer:

It is impossible for this document to list every possible rule and infringement and this Code therefore sets out the principles of our discipline at the school. The Principal and Educators are entitled to apply action that they believe is appropriate in the circumstances, within the guidelines provided by this document.

4. EXEMPTION APPLICATION PROCESS

4.1 EXEMPTION FROM CODE OF CONDUCT

Exemption for any deviation from code of conduct regulations on the basis of religious / cultural / gender-neutral belief of a learner will require written application to the SGB exemptions committee at the start of an academic school year. Exceptional cases arising can be dealt with on a quarterly/ school term basis also.

4.2 EXEMPTION PROCESS

- a) Learners may submit a written application to the SGB for total or partial exemption from one or more of the items contained in the code of conduct based on cultural, religious or medical grounds. See annexure A
- b) Such application must include full reasons as well as confirmative evidence, for example a letter from a religious authority. Therefore, the onus of proof still lies with the learner to substantiate the application for exemption.
- c) Applications for exemption will be considered at the start of the school year usually, unless the applicant can prove that the matter is urgent or necessitated by a change in circumstance.
- d) In considering an application for exemption, the SGB shall be entitled to obtain any further information from the applicant that it deems necessary for a fair adjudication of the application.
- e) The SGB shall consider the application for exemption with the necessary earnestness and responsibility, within the framework of the South African Constitution, and will inform the learner of its decision in writing no later than two weeks from the date that the exemption application was received.
- f) The school will maintain a register of all exemption applications submitted to the school for record keeping and to protect the learner from any disciplinary process whilst the application is under consideration.
- g) The learner will not be allowed any exemption from a rule, policy or requirement of the school if such exemption leads to any kind of unlawful or illegal activity.
- h) If the learner application is based on a core religious or cultural practice, the application must be accompanied by a letter from the relevant religious or cultural body supporting the learner's exemption application.
- i) The outcome of the application for exemption is to be recorded by the SGB in an exemption register for record keeping purposes.
- j) In the event that the exemption application is not approved the outcome shall be accompanied by reasons explaining why the application was not approved in a clear and understandable language.

5. REVIEW OF SCHOOL CODE OF CONDUCT

5.1 REVIEW PROCESS

In order to ensure that the school code of conduct, policies and procedures are congruent with the dynamic views of the community, a provision for the review of the school code of conduct will be made on a complete SGB term of office i.e. a three year cycle. This review process will ensure that the SGB is responsible for:

- a) An appropriate consultation with all stakeholders is conducted.
- b) Implementation and compliance of a reviewed code of conduct is monitored, and that any issues arising are recorded and resolved expediently.
- c) Applying a shorter review date, if regarded necessary by the SGB upon receipt of a written application for such earlier review by

- any learner, educator, parent or guardian.
- d) Providing a school code of conduct review application that is widely available, either in electronic or hard-copy format downloadable from the school website or collection from the school admission office.
- e) Maintaining a review application register, recording and processing such applications in a timely manner (as per exemption application protocol)
- f) Informing a review applicant in writing as to the outcome of such application within two weeks of receipt of application.
- g) Ensuring the entire process for review and amendment of the school code of conduct should not exceed 90 working days.
- h) Publishing any new or amended school code of conduct, policy or procedure on the school website and indicating the date of approval and the commencement of implementation thereof.
- i) Making available signed hard-copies (filed by the SGB secretary) to the school community at large.

CODE OF CONDUCT PART TWO

DISCIPLINARY PROCEDURES TO BE FOLLOWED IN THE ADJUDICATION OF ALLEGED MISCONDUCT.

The following procedures will normally be followed but may be varied depending on prevailing circumstances and at the school's sole discretion. Formal procedures (e.g. a hearing) may be dispensed with in exceptional circumstances.

Formal procedures do not have to be invoked every time a rule is broken, or a standard is not met. Informal advice and correction is the best and most effective way to deal with minor violations of discipline.

1. PROCEDURE FOR ADJUDICATION OF BEHAVIOUR DEEMED TO BE UNACCEPTABLE

The educator or Grade 12 Councillor may adjudicate over general breaches of the Rules and Regulations. The relevant Grade or Department Head or even the Deputy Principal must adjudicate over matters deemed more serious (level 2 items see 3.1.4 above). In this latter event, the outcome of the investigation is to be communicated to the learner's parents or guardian, in writing.

Normally the adjudicator should investigate to determine whether there has been an infringement of a rule or standard. This does not need to be a formal enquiry. When the infringement is deemed to be relatively serious, for example, repeat breaches of the Rules and Regulations, or any infringement listed as level 2, see 3.1.4, the proceedings could include the use of witnesses, should be reported to the Deputy Principal responsible for the grade, and a summary of the outcome should be kept on file.

During the investigation, the alleged misconduct must be put to the learner concerned as privately as the circumstances permit and she must be given an opportunity to respond. This should happen as soon after the alleged infringement as possible.

Where applicable, necessary and/or relevant, witnesses will be called to testify on behalf of either the school or the learner - either party has the right to cross-examine the other party's witness. Where applicable, documentary or other evidence should be tabled for examination.

2. PROCEDURE IN THE CASE OF ALLEGED MISCONDUCT SCHEDULE ONE AND TWO OFFENCES

Any alleged case of serious misconduct must be lodged in writing with a deputy head who must investigate the allegation or delegate another educator to investigate it.

The findings of the investigation must then be reported to the Headmistress who in terms of the GDE Regulations must decide whether to institute a Governing Body Disciplinary Hearing.

3. PROCEDURE IN THE CASE OF ALLEGED SCHEDULE ONE AND TWO OFFENCES

An internal disciplinary hearing will be held in all instances to determine guilt or otherwise on the balance of probabilities.

The School will observe the procedures laid down in the GDE Regulations on serious misconduct. They will be issued to the alleged offenders along with their notice of charge.

4. PROCEDURE IN THE CASE OF POLICE INTERVENTION IN OFFENCES

4.1 The Headmistress will seek permission from a learner's parent or guardian should a representative of the SAPS or Metro Police wish to question a learner or detain a learner for questioning at a Police Station. This may be done telephonically.

4.2 In exceptional circumstances, at the discretion of the Headmistress, for example, where a firearm might be in use or safety might be threatened, this provision can be waived, except that the Headmistress must notify the learner's parent or guardian as soon as possible after the incident and also inform the GDE and/or the SGB Chairman of the action taken.

5. DISCIPLINARY NOTICES

- 5.1** If upon investigation, the School determines that disciplinary action is necessary, a notice of the disciplinary enquiry will be sent to both the learner and their parents or guardian at least 7 School Days prior to the date on which the learner is called to a disciplinary hearing.
- 5.2** A notice to a disciplinary enquiry will contain sufficient particularity as to the nature of the charges levelled against a learner in order to allow a learner and their parents or guardian to adequately prepare for the disciplinary enquiry. A notice to a disciplinary enquiry will include a full record of the date on which the alleged offence occurred as well as a complete account of the remedial action taken by the School prior to calling a learner to attend a disciplinary enquiry.
- 5.3** Should a learner be unable to attend the disciplinary enquiry on the date specified, the parents or guardian of the learner in question are to make a written application for a postponement to the School and the SGB together with supporting documentation, if any, by no later than 3 School Days prior to the date of the disciplinary hearing, unless the request for a postponement is due to unforeseen circumstances or an emergency.
- 5.4** A learner may be represented by parents, guardian and a legal representative should the learner wish to have legal representation present.
- 5.5** Should a learner or their parents or guardian wish to have legal representatives present during a disciplinary enquiry, the parents or guardian of the learner will inform the School at least 2 School Days prior to the disciplinary hearing that such legal representatives will be present.

NAME OF LEARNER: **GRADE:**

SIGNATURE OF LEARNER: **DATE:**

NAME OF PARENT/GUARDIAN:

SIGNATURE OF PARENT/GUARDIAN:



APPLICATION FOR EXEMPTION CONCESSION IN RESPECT OF SCHOOL POLICIES ON CULTURAL / RELIGIOUS FREEDOM AND ASSOCIATED MATTERS RELATING TO ATTENDANCE, BEHAVIOUR AND DRESS CODE.

In terms of the Constitutional Court ruling in case CCT 51/06 and the school's various codes, application is hereby made by (name of responsible parent /guardian): _____

in respect of (name of enrolled learner): _____

for an exemption concession in respect of the following:

<input type="checkbox"/>	Uniform or dress code.
<input type="checkbox"/>	Attendance at school activities with a religious component.
<input type="checkbox"/>	Other (please provide details): _____

In this regard please note the following:

1. While the school has every intention to take positive measures in order to allow all people to participate and enjoy their rights equally, it will not be in a position to make a concession if, in granting such a concession, there is a real possibility of disruption to the achievement and maintenance of a disciplined and purposeful school environment, or the maintenance of the quality of the learning process.
2. As the exemption / concession, if granted, will be made on the basis of the importance of the practice to the learner concerned, **the learner is required to:**
 - 2.1. Write a letter to the Governing Body Chairperson in which the following matters are addressed:
 - 2.1.1 The cultural or religious practice on which the application is based.
 - 2.1.2 Why the learner believes that the concession should be granted.
 - 2.1.3 The extent to which the learner feels strongly about the religious / cultural practice in respect of which it is requested that an exemption concession be made.
 - 2.1.4 Whether the practice concerned is mandatory or voluntary in the religious / cultural group to which the learner belongs.
 - 2.1.5 The extent of the exemption concession requested (exactly what is to be allowed and how great and on or at what occasions / time the departure from school rules is requested.)
 - 2.2. Attend a meeting with the governing body or governing body committee, together with her parent(s), in order to discuss the exemption concession and the possible conditions linked to it, so as to limit any negative impact on the code of conduct.
3. Please note that:
 - 3.1. If the learner is too young to make a cogent case, the letter may be written by the learner's parent / guardian.
 - 3.2. In coming to a decision, the Governing Body will consult experts on the religion or culture concerned on the nature of the relevant practice.
 - 3.3. The Governing Body will, as expeditiously as possible, provide the parent(s) / learner with written notification of its decision and any conditions relating to the exemption concession.
 - 3.4. Until such time as the decision is reached, the learner will adhere to the normal rules, regulations and codes of the school.
 - 3.5. In coming to a decision the Governing Body will be strongly guided by:
 - 3.5.1 Whether the cultural or religious community concerned regards it as a practice that would normally warrant concession from the school rules.
 - 3.5.2 The effect of the granting of an exemption concession on the achievement of the "disciplined and purposeful school environment, dedicated to the maintenance of the quality of the learning process"

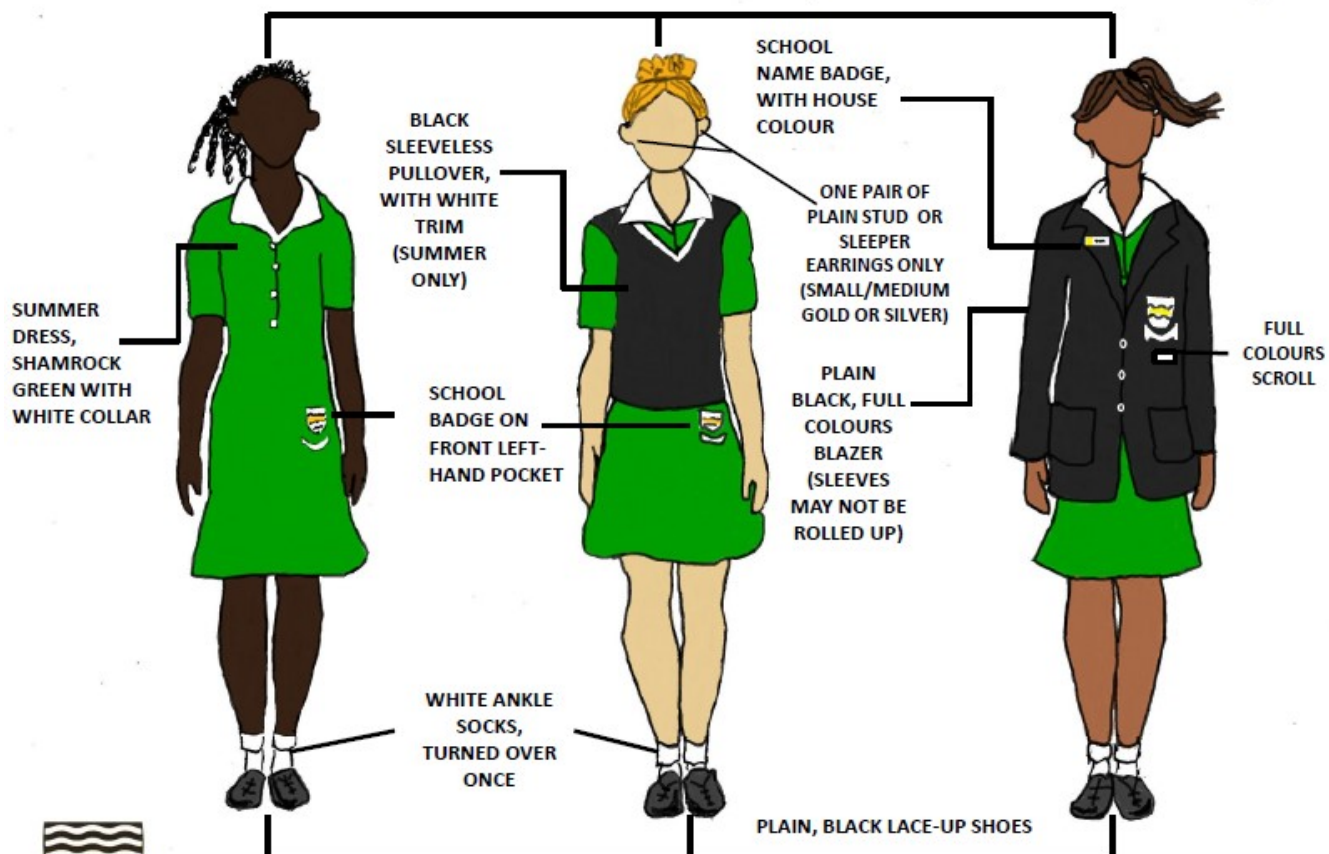
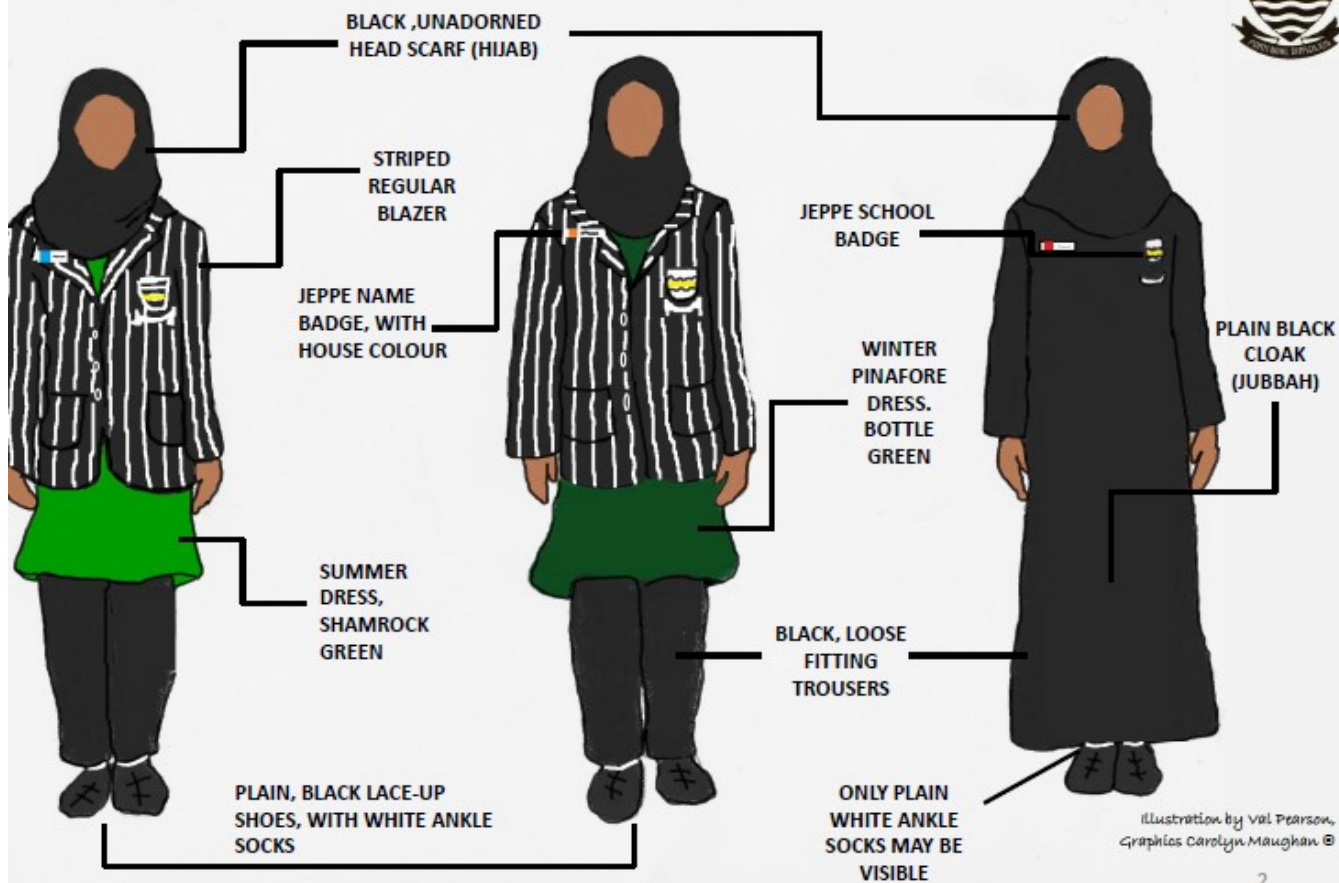
Signature of learner

Signature of responsible parent / guardian

Date

Learners applying for exemption concession are to photocopy this page and submit it together with the accompanying letter to the Deputy Principal at the start of the school year where possible, however the start of any other school term will also be considered

LONG HAIR MUST BE TIED BACK WITH PLAIN BLACK HAIR ACCESSORIES ONLY (HAIRSTYLES MAY NOT OBSTRUCT OTHERS VIEW)

**JEPPE HIGH SCHOOL FOR GIRLS SUMMER UNIFORM 2019** ¹**JEPPE HIGH SCHOOL FOR GIRLS UNIFORM FOR MUSLIM LEARNERS 2019**Illustration by Val Pearson,
Graphics Carolyn Maughan ©



JEPPE HIGH SCHOOL FOR GIRLS WINTER UNIFORM 2019

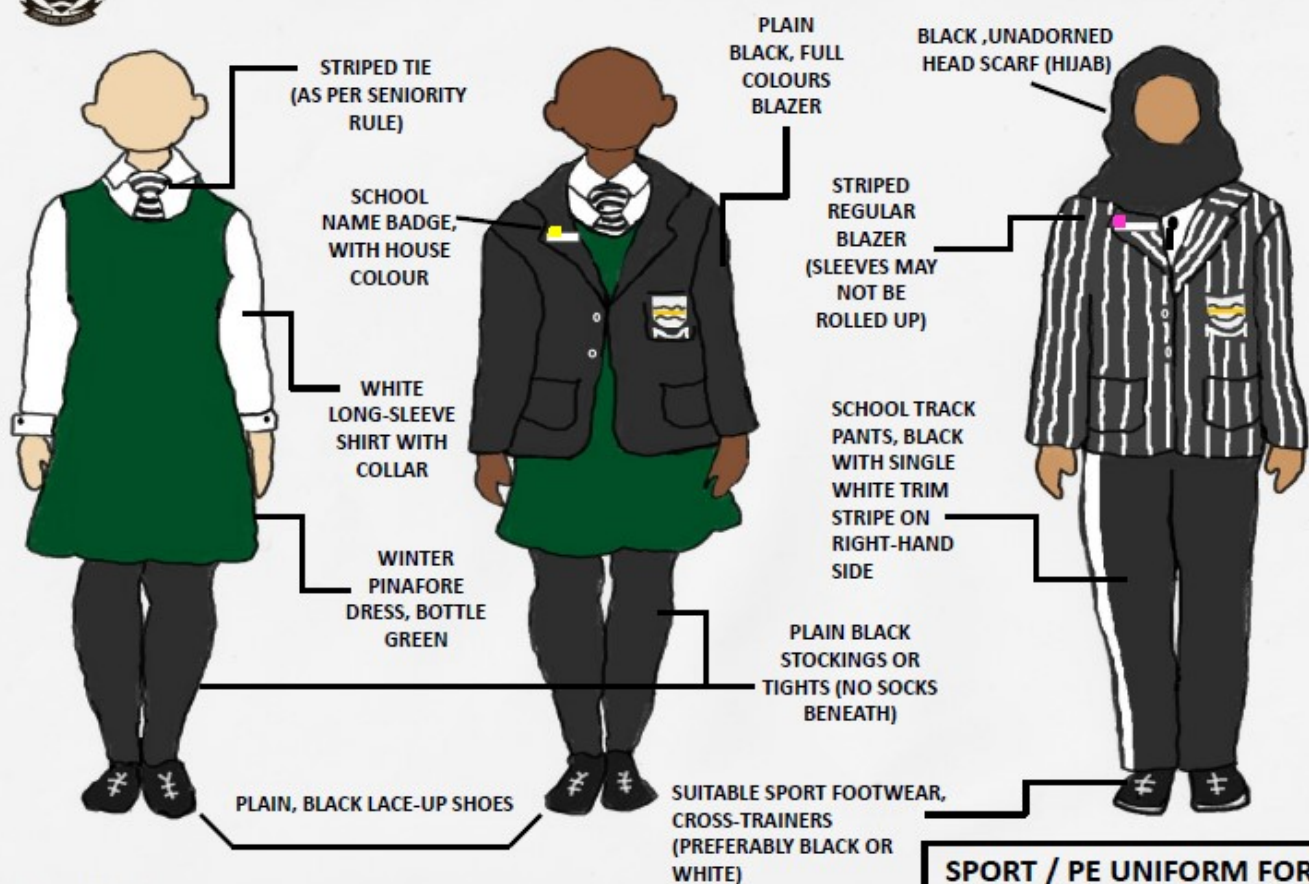


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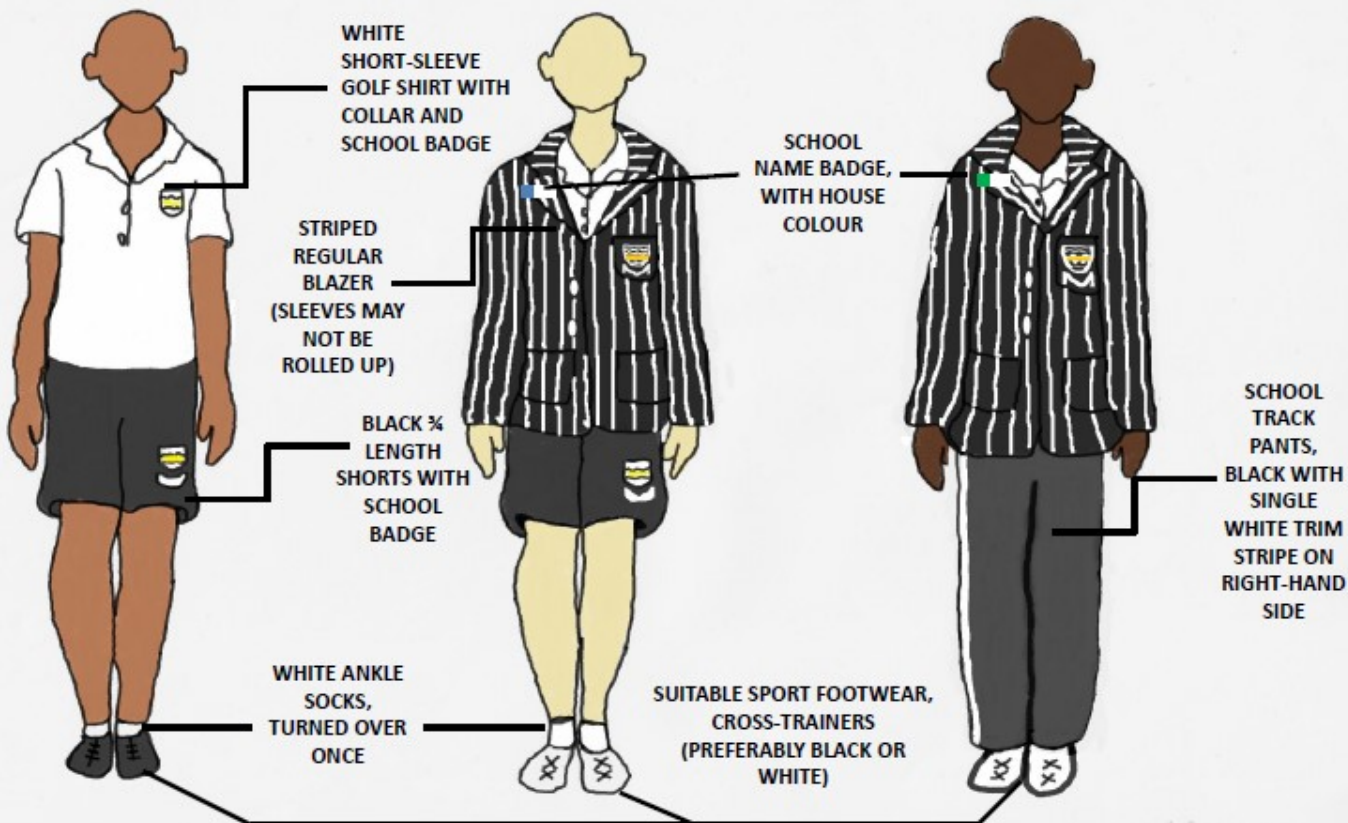


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