



# Effingham Secondary School

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## OFFICE OF THE PRINCIPAL

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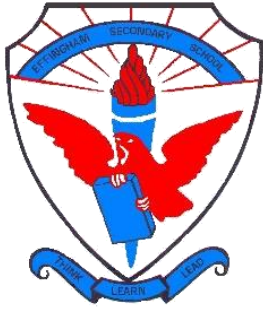
# *Orientation*

## Grade 8 [2016]

**Saturday, 5 December 2015**

**09:00**

**Effingham SS - School Hall**



# EFFINGHAM SECONDARY SCHOOL

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## ORIENTATION OF GRADE 8 LEARNERS (2016)

*Dear Learner & Parent*

**Congratulations on reaching a significant milestone in your academic life, that is the movement from primary school to high school. This transition can be very exciting for some whilst others may have difficulty in adjusting to this new phase. We at Effingham Secondary School are aware of the challenges that face learners and parents. It is for this reason that we have set aside this day so that both learners and parents can freely explore the ethos of Effingham Secondary School.**

### THE ORIENTATION PROGRAMME

**Saturday, 5 December 2015 at Effingham Secondary School**

**PROGRAMME DIRECTOR : Niroshni Singh**

1.	Prayer	09:00
2.	Welcome	09:02
3.	Principal's Address	09:05
4.	Keynote Address : Mr. Jay Naidoo Educational Psychologist	09:20
5	<b>SCHOOL GOVERNING BODY</b>	
5.1	SGB Chairperson's Address	09:40
5.2	Address by Chair of Sport	09:45
5.3	The Campout	09:55
6.	Academic Requirements : GET : PLANNING	10:05
7.	Extra Curricular Activities	10:10
8.	Co-curricular Activities	10:15
9.	Stationery & Uniforms	10:20
10.	Introduction of Staff	10:25
11.	Parent queries / clarification	10:30
12.	Refreshments & Networking	10:45
13.	Finalisation of Admission for 2016	11:00
13.1	Collection of Handouts / Textbooks / SBA Policies / Vacation Exercises	
13.2	Purchase of School uniforms GEM STORES - in the Hall Foyer	

**Wishing you everything of the best for 2015 / 2016**

## **EFFINGHAM SECONDARY SCHOOL**

*P.O. Box 40205 Red Hill 4071 Tel : 031 5640569*

### **INTRODUCTION : A BRIEF HISTORY OF EFFINGHAM SECONDARY**

The name 'Effingham' takes its name from 'Effingham Estate' that, in years gone by, was situated near Avoca. The owners of Effingham Estate, Messrs. Wheeler and Hadden, cultivated coffee on the estate before turning to the cultivation of sugar in 1876. Indian labour, like everywhere else in the province, was used on the estate. In time Effingham Estate was absorbed by Natal Estates Limited.

Effingham, and the neighbouring areas of Avoca and Red Hill, came to be populated by people of Indian origin. This was to be expected, since Indian labourers worked on the sugar and coffee estates in these areas. When the Group Areas Act was passed in 1950, the National Party government in power ordered that Effingham retain its Indian character.

As the population of Effingham grew, the need for a secondary school grew likewise. An appeal was made to the authorities for the construction of a secondary school, and one was eventually built for the people of Effingham. The school opened its doors to the community in January 1983, although it was only in September of that year that parents voted to call the school 'Effingham Secondary'.

The school began its existence with a learner population of 386 and a staff complement of twenty. Mr. C. Nankisoor assumed duty as the first principal.

From those humble beginnings, a long journey was to begin. Today, the school is **32** years old, and the future beckons ever so brightly.

### **OUR VISION**

To become the leading school in KwaZulu-Natal through the provision of quality education to all learners who attend our school, and to offer excellent service delivery to our clients through effective and coherent leadership among all stakeholders.

### **OUR MISSION STATEMENT**

We shall strive to promote the physical, mental, psychological and cultural development of all learners through a combination of meaningful academic, co-curricular and extra-curricular activities in an educational environment that is healthy, safe, caring, trusting and challenging.

We shall strive towards the achievement of a high degree of excellence among all our learners, and to ensure that our daily interactions with all stakeholders reflect the fine traditions of the cultures of society at large so that we will always discriminate between righteousness and evil, and act accordingly.

## MONOGRAM AND MOTTO



The school's monogram and **motto- 'THINK, LEARN, LEAD'**- was adopted in 1987.

The **shield**, which forms part of the monogram, is symbolic of achievement and protection.

The **eagle** symbolises the power of the school in bringing knowledge [through the **book**] to the learner.

The **torch** is symbolic of enlightenment. It leads one from darkness to light, from ignorance to knowledge. The **rays** from the torch symbolise spreading light, which eliminates darkness. This is a symbol of the triumph of knowledge over ignorance.

## STAFFING / LEARNER ENROLMENT

### STAFFING

There are at present 33 members on the **academic** staff, comprising the Principal [Mr. Inderan Govender], Deputy Principal [Mr. R I Boodhoo (acting)], Four HoD's, and 27 level one educators. Of the 33 educators, 26 are employed by the state whilst 7 are employed by the SGB [3 Maths educators are paid by external Funders].

There are also 4 members on the **administrative** staff, three of whom are paid by the SGB. The other member of staff is paid by the state. Of the 4 members on the administrative staff, one functions as Finance Clerk.

The school also has a **maintenance** staff of 7 people. Six of whom are paid by the SGB.

### LEARNER ENROLMENT

Learner enrolment currently stands at 715. Of the 715 learners, 118 are in Grade 12 [2015]. Forty per cent of learners are of African origin; 5 per cent are Coloured and two white learners and the rest are of Indian origin.

Learner enrolment is set to rise in 2016. Almost 150 have applied for places in Grade 8 while a further 10 have applied for places in the other grades. Note that we will only be sending out 118 matriculants. Estimated enrolment for 2016 is 757.

## **SCHOOL FEES**

At the Annual Budget meeting the parents present set the school fee at Four Thousand Rands [R4000-00] for 2016. All fees must be paid in full by end of May. At the end of June all outstanding debtors will be handed over for collection and/or list on the TPN Credit Bureau. Projected additional cost [excursions, casual days, plays, sports, etc..] 2016 is estimated between R250 and R500.

At least 20% of parents are granted school- fee concessions each year.

## **CURRICULUM**

Effingham Secondary is proud of the fact that it offers over **50-75 courses** to its Grade 10-12 learners [Refer to pp17-18 of the School Prospectus]. We doubt whether any other public school offers this many courses.

The curriculum is varied to cater for the diverse needs of the learners we serve.

In the Senior Phase all our learners offer a two-language curriculum [English HL with IsiZulu FAL or Afrikaans FAL].

Further we offer APM – an Advanced Programme in Mathematics through the IEB Exams.

## **PARENT MEETINGS**

Parent meetings are held on an ongoing basis. Some of the meetings are convened by school management, while others are convened by the SGB.

The following meetings were convened by the school management team in the course of the year:

1. A Grade 12 parent meeting in December [of the Grade 11 year] and January [of the Grade 12 year], followed by one-on-one meetings between parents and educators in the months thereafter.
2. A Grade 8-12 parent meeting [with subject teachers] in April/May to discuss the academic performance of learners.
3. A Grade 8-12 parent meeting [with subject teachers] in July/August to discuss the academic performance of learners.

The SGB also held two important meetings with parents. The one held in September was to discuss the annual budget. The other held in November was the annual SGB-PARENT meeting that is provided for in the South African Schools Act.

## **THE SCHOOL GOVERNING BODY [SGB]**

The SGB, led by its Chairperson, Mr. Anesh Naidoo, plays a major role in school governance. The Secretary of the SGB is Mr. Ivan David. The SGB carries out its work through the following structures:

1. A Finance Committee [Chaired by Mr. Lionel J Hammond]
2. A Sports and Culture Committee [Chaired by Mrs. Losni Moopnar]
3. A Disciplinary, Safety and Security Committee [Chaired by Mr. A P Gordhan / Mrs. NP Zaca]
4. A Learner Welfare Committee [Chaired by Mrs. Shamilla Singh]
5. A Building and Maintenance Committee [Chaired by Mr. Sanjiv Mahabeer]
6. A QLTC Committee [Mr. Inderan Govender – Principal]

SGB meetings are held once a month, although the above structures of the SGB tend to meet more frequently. The Finance Committee, for instance, meets every two week to authorise purchase / payment of goods and services.

## **GRADE 12 RESULTS [SINCE 1999]**

The school has a proud track record in the Senior Certificate Examinations. The average pass rate since 1999 has been 95%. The average exemption pass rate has been 65%. This pass rate could be much higher were it not for the fact that every matriculant writes for an exemption. 2007 saw a 98% matric pass rate.

Our top matriculant in 1999, Subedra Reddy, was placed **second in the province** and first in what was then the North Durban Region. In 2001, our top matriculant, Vicky Gounden, was placed **seventh in the province**. The school also obtains, on average, 120 subject distinctions. Also on average each year 2 of our learners are accepted into the Nelson Mandela School of Medicine. Countless others proceed to tertiary institutions, to commence study mainly in the faculties of engineering, science, law and commerce.

2002/2003/2004/2005/2006/2007 has seen excellent Matric Results.

In 2008 NSC Exams, **Kameshnie Govender** was placed **third in the Province and was the Province's Best Science Student**.

2009 was yet another excellent academic year for us. We produced a 95% pass rate with at least six learners scoring seven or more distinctions and 139 subject distinctions overall.

2010 learners produced excellent results – 96% pass rate with six learners attaining a full seven distinctions or more. The 2011 NSC results saw a 99.02% pass rate- again excellent results. The 2012 results showed a slight decline to 89% and in 2013 we attained a 97.4% pass rate whilst 2014 results was 91.5% [the lowest in 20 years]. This year we are hoping to reach that 100% we are all yearning for.

## **SPORTING ACHIEVEMENTS**

Despite the lack of sporting facilities many of our students have excelled at provincial level in various codes of sport. One learner in particular, **RIVASH GOBIND**, played for and is currently assistant cricket coach for the KZN Dolphins. A further two learners play cricket for the Dolphins B- side.

We are also proud of **BUYANI NGCOBO** who has brought honour to the school through being a gold medalist in the 1500m and 5000m race at the Midmar Dam Aquatic Championships. Buyani is also a renowned lifesaver.

A large number of our learners have also excelled at club and / or developmental level in codes such as soccer, volleyball, swimming, karate, Indian dance, and drama.

## **CONCLUSION**

Effingham Secondary, in keeping with its Vision and Mission Statement, is committed to a culture of learning and teaching. Like many public schools in our beloved country, it has of late become susceptible to the changes in learner conduct. This has become something of a challenge for the school. But it is a challenge that we shall rise to meet.

**We say to all who will listen: we shall not sacrifice our excellence and our vision on the altar of learner misconduct.**

***We commit ourselves to the future of our country and to the transformation of our society.***

*Compiled by Principal  
Jnderan Govender  
2000 [edited 2014 / 2015]*

**EFFINGHAM S S IS A DRUG / GUN / DANGEROUS WEAPONS FREE ZONE**

# EFFINGHAM SECONDARY SCHOOL

PRINCIPAL'S ADDRESS TO PARENTS : GRADE 8 LEARNER /PARENT ORIENTATION

Saturday, 5 December 2015 at Effingham Secondary School

**Thank you for selecting our school as an institution of higher learning for your child/children. We welcome you to our school and we trust that together we will make every effort to ensure that your child/children receive the best education possible. Effingham Secondary School prides itself on an excellent track record and we hope that your child/children will also make a valuable contribution in realising this vision for our institution.**

*The transition from Grade 7 (Primary School) to Grade 8 (High School) can be an enjoyable and challenging one. The management of our school takes this opportunity to highlight some areas that parents must take note of:*

## 1. STRUCTURE

- 1.1 School starts promptly at 07:40 [with an assembly] and terminates at 14:30 daily. Therefore learners must be at school by 07:35 at the latest.
- 1.2 8 periods a day; 40 periods for the week; each period being 40 minutes in length. 3 periods, a break, 3 periods, a break and last 2 periods.
- 1.3 Classes are teacher based and learners are continually moving from teacher to teacher [this implies that they must pack their bags daily]. We have realized that learners' bags are heavy, therefore lockers are available at a cost of R250 initial payment and a R50 per year rental for the next four years at this school.

## 2. ACADEMIC PROGRAMME

- 2.1 **We have 8 subjects:** English (6), Afrikaans FAL or IsiZulu FAL (6), Mathematics (7), NS(4), SS(4), EMS(3), TECH(3), LO(3), Creative Arts (3) and LRE [Reading][1] [in brackets are indicated the number of 40 minute periods per week]
- 2.2 **HOMEWORK:** the length and nature of tasks/projects are expected to be longer and more challenging. It is virtually not possible for a child to claim that he / she does not have homework for the day, review of the day's work and preparation for the next lesson is critical if the child wishes to succeed in high school with outstanding results. Reading must be a daily routine for at least 30 minutes.

Kindly ensure that you actively supervise your child's homework and assignments / projects.

## 2.3 ASSESSMENTS

### 2.3.1 CONTINUOUS ASSESSMENT - makes up 40% of the Final Promotion Mark [there is a Final Examination component that makes up 60% of the Final Mark].

These are undertaken on a continuous basis and is done in two broad categories namely:

- **FORMAL ASSESSMENT** [Examinations in March , June, September and November] and These will be in the form of a One to two hour examinations and
- **INFORMAL ASSESSMENT** [Assessment of all your work done for the year - may include assignments / class tests / projects / orals / role playing etc...]. *Therefore it is important that a learner works consistently throughout the year.*

It is important that parents monitor the ASSESSMENT Portfolio on an ongoing basis.

Failure to complete a task will result in a zero mark being awarded and absent from a test or examination without a valid reason will result again in a zero mark being awards.

In the event of a valid reason being provided the candidate will be allowed the opportunity to redo the task.. "Valid reason" in this context constitutes the following:

- 1.1 medical reasons as supported by a **valid medical certificate** issued by a registered medical practitioner.
- 1.2 **humanitarian reasons**, eg. the death of an immediate family member, supported by valid written evidence.
- 1.3 The learner appearing in a **court hearing**, supported by written evidence.
- 1.3 Any other reason that may be considered as valid by the Head of Department or their nominees.

### 2.3.2 FINAL SUMMATIVE EXAMINATION - makes up 60% of the Final Promotion Mark

### 2.3.3 PROMOTION REQUIREMENTS IN GRADE 7 - 9 [CAPS]

- 2.3.4.1 Adequate achievement [Level 4] [50% - 59%] in Home Language
- 2.3.4.2 Moderate achievement [Level3] [40% - 49%] in FAL
- 2.3.4.3 Moderate achievement [Level3] [40% - 49%] in Mathematics
- 2.3.4.4 Moderate achievement [Level3] [40% - 49%] in any three of the other required subjects



2.3.4.5 At least an Elementary achievement [Level2] [30% - 39%] in any two of the other required subjects.

2.3.4.6 A learner may not achieve in one subject but must complete all the SBA activities.

### 3. SCHOOL'S CODE OF CONDUCT [LEARNERS]

3.1 Our Code of Conduct, as in the primary school, is mapped along guidelines provided for in the South African School's Act and amendments thereof. However, the processes at school go slightly beyond the normal justice system simply because educators and parents are jointly responsible for the conduct and behaviour of children.

*Let me focus on the some of the main problems which in recent times have become areas of serious concern:*

- (a) absconding classes or bunking school or lack of punctuality
- (b) unexplained absence
- (c) shoddy dress
- (d) smoking [tobacco / dagga / electric cigarettes]
- (e) under-achieving / Copying in Exams and Tests
- (f) fighting and bullying [both physical and cyber] / extortion / gangsterism
- (g) stealing
- (h) wild & dangerous & Satanic games
- (i) boy-girl relationships
- (j) disrespect for adults and/or authority

## CELL PHONES - URGENT NOTICE TO PARENT/LEARNERS

*Owing to the following incidents of CELL-PHONE abuse using Mxit/BBM/Facebook:*

- The passing of *hate-messages & Slut-lists* between learners.
- The abusive messages involving members of our staff.
- The trauma that learners and staff are experiencing from this abuse.
- **Our school is re-inforcing the following aspects of the Code of Conduct (refer: 7.4.5 P.6)**  
**CELL-PHONES are BANNED.**
- *Random searches will result in Cell-phones and any other damaging material being confiscated. Cell-phones may only be retrieved at the beginning of the new academic year or after paying a fine of R500.00. The culprit's **RE-REGISTRATION** will be reconsidered at that time!*
- **Parent enquiries in this regard WILL NOT BE ENTERTAINED.**
- *Mxit is now internationally recognized as a tool used for **abusive purposes**. Parents are advised to ensure that this programme is **removed from their children's cell-phones OR closely monitored.***
- *Parents are encouraged to **open a charge in respect of Social Networking at SAPS GWP, who shall conduct traces.***
- *Learners are using cell phones to "**cheat**" in the examinations and tests.*
- **Any learner who reveals abusive cell-phone messages / videos / pictures to another learner shall face a minimum of 5 days suspension from school.**

### 3.2 THE RESPONSIBILITY OF THE PARENT

We address poor conduct and poor behaviour very seriously and demand that parents be present when dealing with them. The intention is to highlight the fact that as

educators, we can conduct our business of **Education** to the best of our ability if parents can conduct their business of educating their children on every regulation governing conduct and behaviour at school whilst regularly monitoring progress, homework, attendance, leisure habits etc.

### 3.3 STATISTICS ON MISCONDUCT

Each year we encounter a comparatively **small group** of learners who consistently tend to breach the code of conduct in every way possible. We spend an enormous amount of time consulting & setting up Disciplinary Hearings. Frankly we do not have the manpower to contend with such hearings. We appeal to you to ensure that your child does not become a member of that *small group*! Gangsterism will not be tolerated.

***Furthermore, it is sad that when parents of these learners who break the School's Code of Conduct are called to school, they do not take it seriously and/or come to school and defend their child's actions.***

## 4. LEARNER'S PERSONAL ADMINISTRATION FILE

This FILE accumulates various bits of information on your child.

It is arranged in terms of the ACCOUNT/Admission Number of your child.

The intention is to formulate a profile of your child during his / her stay at the school. Whilst the school shall try to keep the file updated, we appeal to parents to encourage their children to develop the habit of depositing a copy of any achievements into the file. Begin by filing Prefect appointments from the Primary School, Olympiad, Sport & Culture awards, etc.

When the learner wishes to write up a CV some day, this file is accessible to him/her and is thus invaluable!

## 5. SCHOOL FEES

5.1 The current school fee is R4000-00 per annum per child. However, the school requires funding so that our vision is realised. In this regard we appeal to all parents to:

- Pay the initial deposit of R2000-00 before the start of the 2016 academic year, and
- Settle all outstanding school fee payments on or before 30 May 2016.
- Pay your school fees before the end of February and receive a R400 discount

***A Payment plan is available - check with the Finance Clerk.***

## 5.2. ADMISSION NUMBER/ACCOUNT NUMBER / REGISTRATION NUMBER

Each child who is admitted to school is allocated a unique admission / account / registration number. Please ensure that you and your child learn this number, as it will also serve as the account number for all payments to the school.

### **5.3 DIRECT DEPOSIT INTO SCHOOL'S ACCOUNT**

Some parents may find it convenient to deposit monies directly into the school's account. This is advisable for security reasons so that both you and the school may be safeguarded. We appeal to you to take advantage of the following methods of payment:

- Stop order made out to the school for fixed monthly payments to avoid regular reminders.
- Direct deposit of lump sum amounts into the school's account.
- The school pays huge bank charges [cash deposit fees], to avoid this parents are urged to make payments using the internet, cheques, and or debit / credit cards.

***Please include the following details on direct payments into the school's account:***

- *Admission/account/ registration number*
- *Full name of child*
- *Grade and division of the child.*

***The school's account details are as follows***

<b>NAME</b>	<b>:</b>	<b>EFFINGHAM SECONDARY SCHOOL</b>
<b>BANK</b>	<b>:</b>	<b>Standard Bank of South Africa</b>
<b>BRANCH</b>	<b>:</b>	<b>Briardene</b>
<b>ACCOUNT NO</b>	<b>:</b>	<b>052421252</b>
<b>TYPE OF ACCOUNT</b>	<b>:</b>	<b>CURRENT ACCOUNT</b>
<b>BRANCH CODE</b>	<b>:</b>	<b>04-3626</b>

### **5.4 SCHOOL FEE CONCESSIONS**

Parents/guardians of learners who are indigent may apply to the school to be granted a concession in respect of the school fees. Application forms are available at the school. All applicants must note:

- Applications received after the first term of the year will be regarded as late and may not be processed, except in exceptional cases.
- The School Governing Body (SGB) shall grant concessions solely at its discretion.
- The SGB reserves the right to thoroughly investigate each application. The onus of proving incapacity to pay (either in part or full) rests with the applicant. Set up an appointment with the SGB to discuss your financial constraints.

## 5.5 STATIONERY & TEXTBOOKS

These items are in short supply. Parents must supplement any budget shortfalls with respect to stationery and textbooks. See the attached stationery list. Parents must ensure that all textbooks are covered with durable plastic and must be returned in good condition at the end of the year. Lost textbooks must be replaced or pay a sum of R250 in lieu of each lost textbook. NOTE : TEXTBOOKS ARE ON LOAN TO YOUER CHILD.

## 6. DRESS CODE [SEE ATTACHED DRESS REGULATIONS AND ASSOCIATED COSTS]

All parents/guardians must familiarise themselves with the learner's dress code.

### The following are strictly forbidden:

- Boys/Girls: Gelled or tinted hair and/or outlandish hairstyles. [No braids/extensions/or any fancy hairstyle].
- Boy's hair of uneven length - "Mohican Hairstyle" as an example.
- Girls: Shoulder length hair or longer - not tied into a ponytail or plaited.
- Girls: Skirts [box pleat only] below knee length.
- All jackets and jerseys, except for navy-blue jerseys with a school monogram.
- School shoes that are not plain; Shoes, other than black leather.
- All forms of takkies, except when actively engaged in sport!
- Boys: shirts hanging out of the pants. Boys: not attired in charcoal grey and white shirts. Narrowing or flaring of the pants bottoms. Boys must wear a black belt.
- Being in school or in school uniform without a school tie.
- To enter school for whatsoever reason without wearing the school uniform.

**GEM SCHOOL WEAR IS THE OFFICIAL SUPPLIER OF OUR UNIFORMS.  
BLAZERS & TIES & MONOGRAMS ARE COMPLUSORY**

## 7. ATTENDANCE AT SCHOOL MEETINGS

In order to develop children completely, it is imperative that parents jointly participate in that development with the school. Whilst ongoing monitoring of progress is the responsibility of the parent, the school often holds meetings at which specific details on progress may be discussed with the staff. We trust that all parents understand the importance of attending such meetings.

## 8. NEWSLETTERS

We emphasise the importance of a parent's regular consultation with his/her child/ward with respect to newsletters and other important documents that are issued by the school. The school sends out ±25 communications per year. Certain documents

such as progress reports and statements of results are issued only once to learners to be forwarded to parents. These issue dates are at the end of each quarter of the academic year. Duplicate copies of documents are available to parents at a nominal charge. The important habit of learners forwarding all documentation to parents should be inculcated at home.

Visit our web site for electronic copies of all correspondence :

[www.effinghamsecondary.co.za](http://www.effinghamsecondary.co.za)

## 9. GENERAL

### 9.1 COPING WITH PEER PRESSURE

Learners who are **bullied** by Senior Students must be encouraged by parents to use the PREFECTS, EDUCATORS, RCL OR MANAGEMENT members to channel complaints. Once the learner attempts to deal with problems directly or remains silent, the problems tend to increase and seldom go away! Counsel your child on how to recognise unhealthy attitudes that may be prevalent in the seniors.

### 9.2 IMAGE OUTSIDE OF SCHOOL

- The conduct & behaviour of children outside the school especially at shopping centres are transparent to the public. Such behaviour translates into an image of the school. We implore parents to discourage learners from visiting any of the shops or cafes adjacent to the school!
- Unsupervised gathering of learners at the homes of friends has often resulted in negative behaviour.
- Walking to school with shirts hanging out of the pants and ties pulled down or sporting earrings merely contributes to the poor image.
- Many members of the Public have drawn to our attention, their displeasure at the manner in which boys and girls relate with each other outside of the school gates.

### 9.3 PARTNERSHIP

***Belong to our school both in spirit and in body. Value the partnership with pride.*** There will always be differences of opinion but such differences should strengthen rather than polarise parents and the school. This polarisation is usually a phenomenon that emerges at Budget Meetings. Yet in truth, there is no significant difference between parents and educators in respect of the vision that we share for learners. We live in a democracy, which allows you to take your child to any school if you choose. But you chose to bring your child here! Your allegiance and commitment is therefore also here. If you have not thought that way in the past, we appeal to you to become the new breed of parents with an enlightened mind-set.

### 9.4 COMMUNITY ALLIANCE & SCHOOL SECURITY.

We want to draw the attention of all parents to the fact that the school is obliged by law to harness the support of all community organisations including the SAPS in order to ensure the safety and security of all the learners and staff on the premises.

This partnership is designed to protect the well being of the staff and learners of our school and to ensure that teaching and learning takes place in a safe and free environment.

Members of the community and the SAPS have already assisted the school in several instances by apprehending learners who have engaged in unacceptable and/or criminal behaviour in and out of school. We hope, for the sake of our children, that this partnership grows.

*We especially appeal to all parents to dissuade their children from the unsavoury practice of hanging around the shops adjacent to the school. The behaviour of the learners at these shops has seriously affected the image of our school.*

## **5.5 HEALTH**

If your child has a significant health problem, please supply documentation to this effect, which we may file.

## **9.6 EXTRA-CURRICULAR & CO-CURRICULAR ACTIVITIES**

Please encourage broad-based participation. I make an earnest and humble appeal to all parents to get involved in this aspect of the child's life.

## **10. CONCLUSION**

Finally, thank you for making Effingham Secondary School, your school of choice for your child.

Welcome and I hope we will have a long cordial association with you and your child.

Although my doors are always open to parents / teachers / learners, it would be highly appreciated if appointments could be made to see me. When calling in to make an appointment kindly inform the Secretary very briefly what would be that you would like to discuss with me.

**GOD BLESS! GOD SPEED!**

**EFFINGHAM S S IS A DRUG / GUN / DANGEROUS WEAPONS FREE ZONE**

**BASIC EDUCATION**

*Basic education forms the foundation of curriculum in South (National Curriculum Statement 2002). It strives to enable all learners to achieve to their maximum ability. This it does by setting outcomes to be achieved at the end of the process. The outcomes encourage a learner-centered and activity based approach to education. The National Curriculum Statement [Revised] and CAPS builds it's LEARNING OUTCOMES (LO) on the critical and developmental outcomes that were inspired by the Constitution and developed in a democratic process.*

**THE CRITICAL OUTCOMES** *requires learners to be able to:*

1. identify and solve problems and make decisions using critical and creative thinking
2. work effectively with others as members of a team, group, organisation and community
3. organise and manage themselves and their activities responsibly and effectively
4. collect, analyse, organise and critically evaluate information
5. communicate effectively using visual, symbolic and/or language skills in various modes
6. use science and technology effectively and critically showing the responsibility towards the environment and the health of others
7. demonstrate an understanding of the world as a set of related systems by recognising that problem solving contexts do not exist in isolation

**THE DEVELOPMENTAL OUTCOMES** *require learners to be able to:*

1. reflect on and explore a variety of strategies to learn more effectively
2. participate as responsible citizens in the life of local, national and global communities
3. be culturally and aesthetically sensitive across a range of social contexts
4. explore education and career opportunities
5. develop entrepreneurial opportunities

**It is against this understanding that our school has developed its curriculum for Grade 8**

**THE GRADE 8 : PROGRAMME FOR THE YEAR**

*The CURRICULUM AND POLICY STATEMENT [CAPS] is the basis for our curriculum delivery in Grades 8 - 12.*

An assessment programme [CASS POLICY DOCUMENT] will be sent to you by each Subject Head by the end of January 2015. Use this to monitor your child's work and progress at school.

## **Jnderan Govender 2015/2016**

### **EXTRA CURRICULAR ACTIVITIES**

*We at Effingham Secondary School strongly believe in the holistic development of the child. Therefore, we do not only place emphasis on academic work alone but show keen interest in the physical development of the child. We hope to strengthen the skills and talents that the child might have.*

The following codes of sport are offered to your children in 2015:

*Soccer / Cricket / Volleyball / Table tennis / Athletics / Netball / Cross country / Chess / Rugby / Hockey*

*It is expected that your child will take part in at least two of these activities. Fixtures will take place after school and during the tea and lunch breaks. It is important that learners are properly attired for these codes of sport.*

*Our vision is that for each of the codes above a club would be formed. These clubs would then affiliate to the relevant district structures.*

*The highlight of the extra curricular programme would be the Annual Athletics Meeting scheduled to be held at King's Park Stadium. We expect to see as many parents as possible at this function. We promise that this would be a function to remember.*

### **CO-CURRICULAR ACTIVITIES**

*Keeping in mind the concept of holistic development, co-curricular activities are planned to extend the child's knowledge beyond the confines of the classroom.*

*The following are some of the activities / projects / clubs that are available to you, the learner:*

- *The Representative Council of Learners (RCL)*
- *Environment Club*
- *Rotary - Interact Club*
- *Arts Club*
- *Hindu Students Association [H S A] / Christian Students Association [ESCSA] and Muslim Students Association [MSA]*
- *TADA / YOUTH DESK*
- *Educational Tours (Day & Overnight Trips)*
- *Olympiads (Mathematics / Science / General Knowledge / etc..)*
- *Junior Achievement Programme*
- *JSE Securities Investment Game*



- *Public Speaking / Debating / Team Speaking / Spelling Bee / Toastmasters etc..*
- *Essay & Poetry Writing Competitions / Art Competitions*
- *Numerous fund raising activities (Dances / Competitions / Dinners / etc..)*
- *Maths & Science & English & Commerce Clubs*

Other clubs and societies can be formed should a need or interest arise.

## THE CAMPOUT

- THE HIGHLIGHT OF THE GRADE 8 ENTRY TO HIGH SCHOOL -

*First Planning meeting : Thursday, 14 January 2016 at 18:00 at  
School*



## EFFINGHAM SECONDARY SCHOOL

*PO Box 40205, Red Hill 4071*

Telephone: (031) 564-0569 Fax: (031) 5645831

email: [info@effinghamsecondary.co.za](mailto:info@effinghamsecondary.co.za)

Website : [www.effinghamsecondary.co.za](http://www.effinghamsecondary.co.za)

### TEXTBOOKS & STATIONERY [2016]

#### TEXTBOOKS [GENERAL - ALL GRADES]

Parents are to buy the following:

[Not only for school but every home should have one].

1. An Atlas [Essential for every home to have one]
2. Dictionaries [Essential for every home to have these]
  - 2.1 English : Concise Oxford Dictionary [School Edition]
  - 2.2 Afrikaans : Tweetalige Sakwoordeboek
  - 2.3 IsiZulu - English / English -IsiZulu Dictionary

#### Grade 8 & 9.

#### STATIONERY

The following stationery requirements are compulsory and should be with the child within the first week of the first term [2016].

1. 30 x A4 72 page Exercise Book [English (5) / Isizulu or Afrikaans (2) / SS (4) / NS (4) / MLMMS (4) / LO (2) / Tech (2) / EMS (2) / CA (2) / Spare (2)]
2. 2 x A4 Hardcover Note books [Afrikaans]
3. 12 x A4 Project Files [pp files][English / Isizulu / Afrikaans / MLMMS / NS / HSS / LO / Tech / EMS / CA / Newsletters / General]

4. 4 x A5 Hardcover Note books  
[1 x Homework / 1 x Mathematics - Rules / 1 x English Vocab /  
1 x Afrikaans or IsiZulu Vocab]
5. GENERAL STATIONERY  
2 Reams of A4 80g Bond Paper [To be handed in by End of January]  
4 Blue pens / 4 black pens / 4 red pens / 6 exam pads / ruler / eraser /  
Crayons / Mathematical Set / Coloured Pencils / Paints / pritt / scissors /  
covers & labels / and any other item(s) your child may require.

**DO NOT BUY TIPPEX [Tippex is banned at our school]**

**Grade 10 / 11 / 12**

### **STATIONERY**

The following stationery requirements are compulsory and should be with the child within the first week of the first term [2016].

1. 2 x A4 2 Quire Hardcover Notebook for each of the subjects taken by the learner plus 2 extra.
2. 14 x A4 72 pages College Exercise books for Tests & Exams [2 per subject]
3. 1 x A4 Project Files [pp files] for each of the subjects taken by the learner plus 1 for Newsletters / General]
4. 3 x 20 Page Flip Files [Afrikaans / Isizulu / General]
5. 4 x A5 Hardcover Note books  
[1 x Homework / 1 x Mathematics Rules / 1 x English Vocab /  
1 x Afrikaans or IsiZulu Vocab]
6. 1 x Ring Binder File for Life Sciences Grades 10 / 11 / 12
7. 1 x Graph Book for Physical Sciences Grades 10 / 11 / 12
8. GENERAL STATIONERY  
2 Reams of A4 80g Bond Paper [To be handed in by end of January]  
4 Blue pens / 4 black pens / 4 red pens / 2 HB Pencils / ruler / 6 exam  
pads / eraser / Mathematical Set / Coloured Pencils / pritt / scissors / covers  
& labels / and any other item(s) your child may require.

**DO NOT BUY TIPPEX [Tippex is banned at our school]**

*J R Beharie Booksellers [Effingham Road]  
is our  
Official Stationery Supplier.*

*Jnderan Govender  
2015 / 2016*



# Effingham Secondary School

TEL: 031-5640569

FAX: 031-5645831

Email : [info@effinghamsecondary.co.za](mailto:info@effinghamsecondary.co.za)

EMIS NUMBER : 500127132

1 Devshi Drive, Effingham Heights, 4051

P.O. BOX 40205, RED HILL 4071

Website: [www.effinghamsecondary.co.za](http://www.effinghamsecondary.co.za)

EXAM CENTRE NUMBER : 5411217

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## CODE FOR QUALITY EDUCATION

The power to improve education lies with all of us. We call on all department officials, teachers, students, parents and community members to make a commitment to the Code for Quality Education.

As a **PARENT**, I promise to

- involve myself actively in school governance structures;
- have regular discussions with my children about general school matters;
- cultivate a healthy, open and co-operative relationship with my children's teachers;
- create a home environment conducive to study; and
- assist in the protection of educational resources, such as textbooks, chairs, tables and others.

**We pledge to undertake these responsibilities to ensure quality education for all.**

*Duly Signed & Filed*

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Mr Anesh Naidoo  
Chairperson : School Governing Body  
Effingham Secondary School  
Province of Kwa -Zulu Natal

**On behalf of the School Governing Body [SGB] : Signed on this 11<sup>th</sup> day of May 2015.**



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## CODE FOR QUALITY EDUCATION

The power to improve education lies with all of us. We call on all department officials, teachers, students, parents and community members to make a commitment to the Code for Quality Education.

As a **PUPIL**, I promise to

- accept that the main reason for being in school is to learn and develop academically, socially and culturally;
- adhere to school rules;
- respect the legitimacy and authority of teachers;
- participate in learner representative councils to safeguard my interests;
- show respect to other learners and not to discriminate; and
- avoid anti-social behaviour like theft, vandalism, assault, sexual harassment, alcohol and drug use, and other activities that disrupt the learning process.

**We pledge to undertake these responsibilities to ensure quality education for all.**

*Duly Signed & Filed*

-----  
Erin N Hammond

RCL Chairperson [2015]  
Effingham Secondary School  
Province of Kwa -Zulu Natal

**On behalf of the RCL : Signed on this 11<sup>th</sup> day of May 2015.**



## EFFINGHAM SECONDARY SCHOOL

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## SCHOOL GOVERNING BODY

### FINANCE COMMITTEE [FINCOM]

Treasurer: Lionel J Hammond : email: [hammondl@durban.gov.za](mailto:hammondl@durban.gov.za);

Finance Clerk : Ms Neisha Ghisyan email : [nghisyan@gmail.com](mailto:nghisyan@gmail.com)

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## SCHOOL FEES FOR 2016

*At a general parent meeting held on Saturday, 12 September 2015 at Effingham Secondary School the parents present accepted the proposed budget [Amended] for 2016 and set the school fees for 2016 at R 4 000,00 and all School Fees must be paid in Full by 30 May 2016.*

### **A. PAYMENT OF SCHOOL FEES**

#### **1. Payment Plan 1 [Instalments]**

- |  |           |
|--|-----------|
| 1.1. Initial payment upon re-registration / registration between October 2014 and January 2015 | R2 000,00 |
| 1.2. Instalment 2 – 27 February 2015   | R 500,00  |
| 1.3. Instalment 3 – 31 March 2015  | R 500,00  |
| 1.4. Instalment 4 – 30 April 2015  | R 500,00  |
| 1.5. Instalment 5 – 29 May 2015  | R 500,00  |

#### **2. Payment Plan 2 [Early Payment Discount : R400:00]**

- |   |            |
|---|------------|
| 2.1 Pay the Full amount between November 2015 and 27 February 2016<br>[You will save R400,00 - pay only the discounted amount of R3 600,00] | R 3 600,00 |
|---|------------|

#### **3. Payment Plan 3**

If any of the above plans are not suitable, kindly call at school and confirm a payment arrangement with the Finance Clerk. The Finance Clerk is available from 09h00 – 10h30 daily. This must be done by 27 February 2016.

### **B. CONCESSIONS**

1. If you are **unable to pay school fees**, you are requested to make an **application for a concession** [Contact the Finance Clerk].
2. The applications must be lodged with the Finance Clerk on/before **27 February 2016**.
3. You may be required to attend an interview with the SGB to finalise concessions.

### **C. OUTSTANDING DEBT [PREVIOUS SCHOOL FEES OWING]**

1. Make an appointment with the SGB to work out a payment plan.
2. Failure to meet with the SGB will result in defaulting parents being handed over to an attorney for legal action to garnish salaries / listing on the Credit Bureau.
3. This handing over for legal collection or Listing on the Credit Bureau will take place on 1 July 2016

***Paying for services is the responsible and right thing to do!!!***

***Assuring you of our best service at all times.***

*Duly Signed & Filed*

**Inderan Govender**  
Principal

*Duly Signed & Filed*

**Anesh Naidoo**  
Chairperson SG

*Duly Signed & Filed*

**Lionel J Hammond**  
Treasurer - SGB

**12 September 2015**

### ***STRESS MANAGEMENT***

We often notice a great deal of stress and anxiety amongst our learners. As parents we urge you to please be attentive to the stress your child/ward maybe experiencing especially during the examination periods. Below is useful information to assist your child during this important period in his/her life.

#### ***Ways in which stress manifests itself***

Jitteriness and self doubt before and during times of exams does happen to many and sometimes in situations where performance really counts. In the case of the learner, this can be very discouraging to the extent of a learner going suddenly blank during an exam with disastrous results. Indicative signs manifest themselves physically and psychologically and can be easily detected.

Physical symptoms may range from loss of appetite, tension headaches, and sleeplessness, lack of concentration and panic attacks.

Psychological symptoms can be identified as unexplained anger, irritability, and lack of concentration which in some cases is induced by over intake of caffeine in the form of coffee or 'pick-me-up' drinks.

#### ***Tips on dealing with pre-exam stress***

Staying healthy by exercising regularly, eating nutritious meals and snacks, and getting sufficient sleep will help maintain health and vitality of the brain and nervous system, allowing your child to function at peak performance.

In addition, learners are urged to draw realistic study time tables and have realistic goals regarding what they can achieve and what they cannot. Relaxation methods like breathing deeply, doing a creative hobby or exercising between study times can also assist.

#### ***Parents support***

Parents are urged to support their children during this period by finding ways for them not to let every mistake get them down. As almost everyone will have failed at something in their life and most people have struggled with a problem during an exam that seemed so easy or obvious afterwards. Parents must bear in mind and in the process remind their children that nobody's perfect.

**Have a great 2016  
God Bless!!! God Speed!!!**