



# LAERSKOOOL GILL PRIMARY



## GENERAL INFORMATION



At the foot of the Boschberg mountain lies the beautiful, quaint and simple little town, Somerset East. Gill Primary School, founded in 1976, forms part of the heart of our picturesque town, a school that prides itself on great education and a strong sense of community.



042 243 2841 - SOMERSET EAST

## INTRODUCTION



At the foot of the Boschberg mountain lies the beautiful, quaint and simple little town, Somerset East. Gill Primary School, founded in 1976, forms part of the heart of our picturesque town, a school that prides itself on great education, Christian core-values and a strong sense of community.

Apart from the excellent academic programme, presented in English and Afrikaans, we also offer a large selection of sport and cultural activities.

Gill Primary School provides an enriched learning environment that has helped countless students learn, develop and grow. Our unparalleled curriculum and teaching methods help our learners take the next step in their education and approach high school with confidence.

## CONTACT DETAILS

Street address:	<b>College Road, Somerset East, Eastern Cape</b>
Postal address:	<b>PO Box 78, Somerset East, 5850</b>
Telephone:	<b>042 243 2841</b>
Cell phone:	<b>082 410 7985</b>
Fax:	<b>042 243 1191</b>
Email:	<b>secretary@gillprim.co.za</b>
Website:	<b>www.laerskoolgillprimary.com</b>
Facebook:	<b>Laerskool Gill / Gill Primary</b>
Instagram:	<b>@laerskoolgillprimary</b>
Principal:	<b>Mr L.J. Nel</b>

## COMMUNICATION

**Gillipen:** Weekly newsletter posted onto class Whatsapp groups and Facebook

**Facebook and Instagram page:** See our weekly activities and achievements here. Positive and uplifting comments only.

**Class Whatsapp Groups:** Where class teachers send important daily announcements, requests and other class information. It is the responsibility of the parent to ensure that they are added to their child's Whatsapp group.

**Website:** [www.laerskoolgillprimary.com](http://www.laerskoolgillprimary.com)

## STAFF

Mr L.J. Nel Principal	Ms Roché Peters Grade R English	Mrs Michelle Botha Grade 4 English
Mrs Maxine van Rayner Head of Dept: Intersen Phase	Mrs Liezl Slabbert Graad R Afrikaans	Mr Hendrik v.d. Westhuizen Graad 4 Afrikaans
Mrs Carene Klopper Head of Dept: Foundation Phase	Ms Tamara Buys Grade 1 English	Ms Rozanne van Zyl Grade 5 English
Mrs Yolandi Reinhardt Head of Dept: Sport	Mrs Carene Klopper Graad 1 Afrikaans	Mrs Marilet Nel Graad 5 Afrikaans
Ms Katelyn Wiid Secretary	Mrs Marli Duvenhage Grade 2 English	Mrs Dodie de Freitas Grade 6 English
Mrs Lelanie Dickens Bursar	Ms Karli Smith Graad 2 Afrikaans	Mrs Ainsley Ferreira Graad 6 Afrikaans
Mr Tewis Strauss Factotum	Mrs Suné Rademeyer Grade 3 English	Ms Wiané Grobler Grade 7 English
	Ms Elishia Müller Graad 3 Afrikaans	Mr Angus Argyle Grade 7 Afrikaans
	Mrs Aretha Vermeulen Grade 4-7 Teacher	Mrs Aneen Botha Grade 4-7 Teacher

## GOVERNING BODY

Gill Primary School's Governing Body, **elected by the parents**, performs an enormous and comprehensive task – willingly and free of charge – in the interest of the school. The members are very well-acquainted with the needs of the school, its traditions and its future aims.

<u>NAME</u>	<u>POSITION</u>
Mr Pierre Lötter	Chairperson
Mrs Engela Wright	Vice-chairperson
Mr L.J. Nel	Principal
Mrs Lelanie Dickens	Secretary
Mrs Ainsley Ferreira	Teacher
Mr Angus Argyle	Teacher
Mr Niel Wilke	Member
Mr Sebastiaan Reinhardt	Member
Mr Pieter Terblanche	Member
Mrs Carene Klopper	Co-opted
Mrs Maxine van Rayner	Co-opted
Mrs Yolandi Reinhardt	Co-opted

Please feel free to contact a Governing Body representative should you have any suggestions.

## **MISSION STATEMENT**

Gill Primary School strives to educate each individual Gill-learner in a happy, disciplined and secure environment, where the dignity of the individual is upheld, to develop his/her full potential in mind, body and spirit.

This educational ideal requires Christian, educationally-justifiable, parallel-medium education in English and Afrikaans with a common value system which encompasses respect, trustworthiness, compassion, responsibility, fairness and citizenship.

Whilst preserving and building upon the Gill traditions, we shall at all times be mindful of society's changing needs and shall adapt where necessary, without compromising our standards.

Gill Primary School's focus is on educating our learners to not only be well-equipped academically, but also to ensure that they are able to adapt comfortably in all circumstances thus developing learners who will be able to enter adult life as capable, disciplined, confident and mature young people.

## **PTA**

Gill Primary School's PTA is elected annually from **all** Grade 2 parents. The PTA plays a very important role in the fundraising of the school. The PTA is responsible for the delicious food for sale at all of our home sports days.

## **SCHOOL SONG**

“Upwards and Onwards” rings our motto true  
for our free land that’s filled with beauty new.  
Strong we shall stand for our school and our church  
to serve our fellow men with faith and with words.

*Chorus:*

*Gill Primary, we praise your name.  
In our mountain’s shade resounds your fame.  
“Upwards and Onwards” we shall always strive  
to defend our land, your strength we claim.*

## **ADMISSION**

Application forms for the school and hostel are available via email from the secretary. Please email [secretary@gillprim.co.za](mailto:secretary@gillprim.co.za) to request these application forms.

Application for admission to Gill Primary School, (as well as the Junior Hostel, if boarding is required) must reach the principal before 31 August of the previous year for admission. Applicants will be notified by the end of October if their application has been successful.

**LANGUAGE OF INSTRUCTION:**

English **or** Afrikaans

**ADMISSION AGE:**

**Grade R:** The year in which the learner turns **6 years old**

**Grade 1:** The year in which the learner turns **7 years old**

## CAPS CURRICULUM

**Grade R:** English/Afrikaans Home Language  
Life Skills  
Mathematics

**Grade 1 – 3:** English/Afrikaans Home Language  
English/Afrikaans First Additional Language  
Life Skills  
Mathematics

**Grade 4 – 6:** English/Afrikaans Home Language  
English/Afrikaans First Additional Language  
Computers (*Academix: Reading*)  
Life Skills (*Creative Arts, PSW and PT practical*)  
Mathematics  
Natural Sciences and Technology  
Social Sciences (*Geography and History*)

**Grade 7:** English/Afrikaans Home Language  
English/Afrikaans First Additional Language  
Computers (*Academix: Reading*)  
Creative Arts  
Economic Management Sciences  
Life Orientation  
Mathematics  
Natural Sciences  
Social Sciences (*Geography and History*)  
Technology

### **LANGUAGE OF INSTRUCTION:**

English Home Language and Afrikaans First Additional Language

**OR**

Afrikaans Home Language and English First Additional Language

Learners may use these languages only as means of communication during lessons.

## SCHOOL HOURS

**GRADE R:** Monday - Thursday 07:30 – 12:45  
Friday 07:30 – 12:00

**GRADE 1 – GRADE 3:** Monday - Thursday 07:30 – 13:15  
Friday 07:30 – 12:00

**GRADE 4 – GRADE 7:** Monday - Friday 07:30 – 13:30

Should school need to end earlier, parents and learners will be informed via the weekly newsletter, Whatsapp groups and over the intercom system.

**On the last day of every term, school ends at 09:30.**

## **HOMEWORK AND ASSESSMENTS**

Learners must complete homework on a daily basis. Learners will also be required to complete daily assessment tasks. Assessments are divided into two categories, namely formal and informal. Formal tasks count for School Based Assessment marks and informal assignments are done so that the teacher can monitor the progress of the learners. All school work is the responsibility of the learner, parent and teacher.

## **YEAR PLANNER**

A draft year planner is sent with the reports at the end of the year. This is to be used as a guideline of sport and other activities planned for the year. This planner will have changes made throughout the year and an updated term planner will be sent with the report at the end of every term.

## **TEST SERIES AND EXAMS**

**TEST SERIES:** Term 1 and Term 3  
**EXAMS:** Term 2 and Term 4

## **PRIZE-GIVING**

Gill Primary School's annual Prize-giving will take place at the end of the fourth term.

## **ASSEMBLY**

Assembly takes place every Tuesday at 07:30, as well as every first and last day of the term.

## **TUCK SHOP**

The Tuck Shop is open every day during first break. Food, sweets and cooldrinks are sold.

## **SAFETY OF OUR CHILDREN**

The Principal and Governing Body of Gill Primary School is responsible for protecting the school's teachers, learners, parents and non-teaching staff from any physical or mental violence. For this purpose, the Governing Body reserves the right to take all steps within its power to prevent the admission of a learner whose conduct constitutes a material threat to the well-being, safety or life of learners or staff in the school.

The school requests that no unauthorised vehicles move on the school grounds during school hours. Please respect the scholar patrol and traffic signs in front of the school.

## **A FEW IMPORTANT SCHOOL RULES**

1. No learners are to make use of the vehicular gate in front of the school when entering or exiting the school premises.
2. As soon as the bell has rung at the start of the day or at the end of break, all learners must line up. All learners must be in their respective places and an immediate silence must be maintained. Hereafter learners shall move in an orderly fashion to their various localities.
3. The exit closest to the classroom must be used when entering and exiting. No learner may walk past the staff room and office when entering and exiting the school building.
4. No learner may be in the school building before the commencement of the school day or during breaks, except when it is raining.
5. No eating or drinking may take place in the classrooms or hall.
6. Chewing gum is forbidden on school property.
7. Silence must be maintained in the hall and passages.

8. Boys may not walk or stand with their hands in their pockets.
9. No paper or litter of any nature and under any circumstance may be thrown around or left lying on the school premises.
10. No stones or objects that may cause injury or damage, may be thrown.
11. No games that may cause injury or that may ruin clothing are allowed. Neither is bullying, fist fights or teasing.
12. The following localities are out of bounds to learners before the commencement of the school day and during break: tennis courts, netball courts, lower netball courts, hall kitchen and club house.
13. Learners must keep their desks void of bread crumbs, paper and other litter. Do not sharpen pencils at the desk. It is not permitted to write or make marks on the desks or any other school property.
14. Any form of initiation is forbidden.
15. Swearing, coarse- or indecent language, degrading comments and/or conversations with a discriminating or racist undertone will not be tolerated.
16. Bicycles must at all times, including after school hours, be parked in bicycle racks. The riding of bicycles on the tar within the school premises is not allowed. Bicycles are left on the school premises at your own risk.
17. Learners must attend school during the prescribed hours and must be **punctual**. A learner may not be absent from the classroom or leave the school premises during school hours without the permission of the principal. In the event of absence, the parents should submit reasons in **writing** to the class teacher. All absences of a suspicious nature must be reported to the principal.
18. Doctors and dentists appointments for learners should be made so that the appointment does not fall in school hours.
19. No learner may deprive or endanger a fellow learner's physical well-being while under school supervision and may not be in possession of weaponry, toys or substances which could cause bodily harm.
20. No learner may smoke, take intoxicating liquor or use drugs while on the school premises, in school uniform or in public.
21. While under school supervision of the school, no learner may be in possession of cigarettes, vapes, drugs, intoxicating liquor or offensive reading matter and may not give any of these to a fellow learner.
22. No school property or private property at the school may be damaged, unlawfully removed, defaced or polluted.
23. Keep the bathrooms/dressing rooms tidy and neat at all times, close the taps after use and no writing on the walls/doors.
24. Boys and girls have separate bathrooms/dressing rooms:

- Grade R boys	Grade R girls
- Grade 1, 2 and 3 boys	Grade 1, 2 and 3 girls
- Grade 4, 5 and 6 boys	Grade 4, 5 and 6 girls
- Grade 7 boys	Grade 7 girls
25. Learners may not bring cell phones to school. In case of emergency, cell phones must be handed in to the secretary prior to school starting and must be collected after school.
26. Learners using public transport (taxis) must move in an orderly manner to the taxi pick-up point and wait there.
27. No learner may in any way bring the school into disrepute.
28. Parents/visitors are not allowed to visit learners or teachers in the classroom.
29. Parents are given the opportunity to meet with the teachers during the first two weeks of the term. It is an opportunity to discuss your child's progress with the teacher. It is the responsibility of the parent/guardian to make an appointment with the secretary.
30. Academic awards: At the beginning of every term certain learners receive academic badges to wear for the duration of that term. These are awarded to the first five grade positions and merit

badges to any 2 or 3 other learners who made the best progress. This only applies to Grade 4 – 7 learners and is awarded at the discretion of the class teacher.

31. Parents are welcome to contact or visit the principal to discuss any problems, concerns or suggestions regarding their children or school. Book your appointment to see the principal with the secretary.

## **THE USE OF BOOKS**

1. Books are distributed and must be covered with plastic.
2. The use of pen in textbooks is not allowed. Every textbook should be used for at least four years.
3. Textbooks must be returned to the school at the end of the academic year. If a learner fails to return textbooks or if textbooks are damaged or destroyed by the learner, parents will be held responsible for the replacement costs thereof.

## **BEHAVIOUR TOWARDS ADULTS**

Gill Primary School learners must behave courteously and without censure at all times towards teachers and other adults.

- It is a sign of a good upbringing to **greet** in a polite and friendly manner;
- When an adult walks past a learner or walks into a classroom, it is good manners to **stand up**;
- When a learner and an adult arrive at a door or gate at the same time, the learner should stand back and let the adult walk **first**.

## **AFTER SCHOOL HOURS**

1. Learners must walk home in an orderly fashion, without holding onto or clutching each other.
2. The complete school uniform must be worn. Ties may not be removed until the learner arrives at home.
3. No learner may smoke, use intoxicating liquor or use drugs.
4. No learner may attend functions that are meant for adults, without being accompanied by their parents.
5. Participants in sport matches must wear the prescribed clothing for that particular sport. Non-participants must wear full school uniform or PT clothes.

## **DISCIPLINARY SYSTEM**

The Disciplinary System aims to maintain good order and make the overall school environment safe and enjoyable, creating an environment conducive to education and respect of fellow learners and teachers.

The Disciplinary System is applied with the powers assigned to the Principal and Governing Body by the Schools Act. All Grade 1 – 7 learners are subject to the schools' Disciplinary System. Parents should familiarise themselves with the content of the Disciplinary System, which is available from the secretary. Parents' refusal to support Gill Primary's Code of Conduct and Disciplinary System will not indemnify a learner and nonetheless the Code of Conduct will be binding on the learner pursuant to Section 8(4) of the Schools Act.

## **OUTSTANDING KID:**

Gill Primary uses an approach where good behaviour and collaboration is rewarded. Teachers give the points at their discretion, to learners who show good behaviour, co-operation, diligent work and helpfulness. Depending on the number of points, learners receive "**OK**" **badges** that may be worn as part of the school uniform.

10 points	=	white badge
20 points	=	maroon badge
30 points	=	gold badge