

GAUTENG DEPARTMENT OF EDUCATION



IMPALA CRESCENT
PRIMARY SCHOOL



GAUTENG PROVINCE
EDUCATION
REPUBLIC OF SOUTH AFRICA

**IMPALA CRESCENT PRIMARY
SCHOOL**

**CODE OF CONDUCT FOR
LEARNERS**

2026

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GAUTENG DEPARTMENT OF EDUCATION

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CODE OF CONDUCT FOR LEARNERS

Effective Date: 1 June 2026 (*Updated in alignment with the Basic Education Laws Amendment (BELA) Act, 2024, and the Admission of Learners to Public Schools Regulations, 2025*)

Date of Next Review: 1 June 2027

REVISION HISTORY

| Version | Date | Amendment |
|---------|---------------|---|
| 1 | 2022 | Original adoption |
| 2 | 14 March 2026 | Interim amendments |
| 3 | 1 June 2026 | Full update for BELA Act & 2025 Admission Regulations |

1. PREAMBLE

In terms of the **South African Schools Act, 1996 (Act No. 84 of 1996)**, as amended by the **Basic Education Laws Amendment (BELA) Act, 2024 (Act No. 32 of 2024)**, the School Governing Body (SGB) is mandated to develop, adopt, and enforce a Code of Conduct for learners. This policy upholds the Constitution of the Republic of South Africa, 1996, prioritises the best interests of the child, and promotes dignity, equity, and safety. Where this Code conflicts with national or provincial legislation, the legislation prevails.

VISION

Impala Crescent Primary School aims to be a leading institution in the delivery of quality education, where every learner feels valued and inspired.

MISSION

To deliver a curriculum that is based on humanistic values, is future orientated, of a high standard and comprehensive to:

- *Support the schooling process by improving our management, administration, teaching, learning, assessments and overall standards.*
- *Establish both the culture and capacity for lifelong learning amongst our learners and staff. Encompassing values of integrity, passion for accountability and truth.*

2. PURPOSE AND OBJECTIVES

2.1 Purpose

To establish a safe, disciplined, and inclusive environment that promotes academic, social, and emotional development.

2.2 Objectives

- Safeguard the best interests of the child in all disciplinary matters.
- Ensure fair, age-appropriate, and transparent disciplinary proceedings.
- Foster mutual respect, tolerance, and cultural diversity.
- Define administrative duties for attendance monitoring, misconduct handling, and exemption processes.

3. DEFINITIONS AND ACRONYMS

3.1 Definitions

| Term | Definition |
|------------------------------------|--|
| Compulsory school-going age | From the first school day of the year in which a learner turns 6 (or Grade R enrolment if earlier) until the last school day of the year they turn 15 or reach Grade 9, whichever comes first. (SASA sec. 3) |
| Corporal punishment | Any deliberate act inflicting physical pain or discomfort, or any non-physical act that belittles, humiliates, threatens, or ridicules a learner. |
| Exemption | A formal deviation from uniform, grooming, or attendance rules based on proven cultural, religious, medical, or other reasonable grounds. |
| Expulsion | Permanent removal from school, executable only by the Head of Department (HOD). |

| Term | Definition |
|-------------------|---|
| Parent | Biological parent, legal guardian, or person legally entitled to custody, or any person undertaking to educate the child. |
| Suspension | Temporary denial of admission, either as a sanction or precautionary measure pending a hearing. |

3.2 Acronyms

| Acronym | Meaning |
|---------|---|
| BELA | Basic Education Laws Amendment Act, 2024 |
| DC | Disciplinary Committee |
| GDE | Gauteng Department of Education |
| HOD | Head of Department (Provincial) |
| MEC | Member of the Executive Council for Education |
| SASA | South African Schools Act, 1996 |
| SGB | School Governing Body |
| SMT | School Management Team |

4. APPLICATION AND SCOPE

This Code applies to all registered learners (Grade R to Grade 7) on school premises, during school-sponsored activities, and whenever a learner is identifiable in public wearing the school uniform.

5. LEGISLATIVE FRAMEWORK

- Constitution of the Republic of South Africa, 1996
 - South African Schools Act, 1996 (Act No. 84 of 1996), as amended
 - Basic Education Laws Amendment Act, 2024 (Act No. 32 of 2024)
 - Admission of Learners to Public Schools Regulations, 2025 (GN 3415 of 2025)
 - National Education Policy Act, 1996 (Act No. 27 of 1996)
 - Regulations for Misconduct of Learners at Public Schools and Disciplinary Proceedings, 2001
 - Gauteng Schools Education Act, 1995 (Act No. 6 of 1995)
 - GDE Circular 74/2007
-

6. POLICY STATEMENTS

6.1 Rights of Learners

- Learners have the right to due process, participation in decisions affecting them, and appeal.
- The best interests of the child are paramount in all disciplinary matters.
- **Corporal punishment is strictly prohibited** – including any humiliating, threatening, or degrading actions.
- The school shall provide a clean, safe, healthy environment with running water, hygienic toilets, and protection from intimidation or bullying.
- Learners may not be denied access to education, activities, or reports due to inability to pay fees, cultural/religious beliefs, or refusal to sign a waiver of damages.

6.2 Legal Authority for Control and Discipline

- The SGB holds statutory authority to enforce discipline.
- Educators act *in loco parentis* during school hours and school activities.
- **Searches:** The Principal or designated educator may search a learner or their property upon **reasonable suspicion** of dangerous weapons, drugs, alcohol, stolen goods, or pornography.

6.3 School Rules

6.3.1 Uniform and Grooming

- Neat official uniform daily unless exempted by the Principal.
- **Hair:** Clean, neat, away from face. No unnatural dyes or eccentric styles. Long hair tied back with black accessories.
- **Jewellery:** Wristwatch only. No earrings for boys; girls – single metallic studs only.

- **Nails:** Short, clean, unpolished.
- **Exemption Applications:** Parents may apply in writing for exemption from uniform/grooming rules on **cultural, religious, or medical grounds**. The SGB shall consider without unfair discrimination. Approved modifications must align with school colours where practical.

6.3.2 School Attendance (BELA Act expanded provisions)

- **Compulsory from Grade R.** Parents failing to ensure attendance may face fines or imprisonment up to 12 months.
- Learners must assemble by **07h30** daily.
- Absence must be reported in writing by the parent.
- **Consecutive absence protocol:** If a learner is absent for **3 consecutive school days** without valid reason, the Principal must investigate, contact the parent within 24 hours, and report to the SGB for intervention.

6.3.3 Classroom Rules

- Educators set age-appropriate rules.
- Learners must obey instructions immediately; undermining authority is prohibited.
- Homework and classwork must be completed diligently.

6.3.4 Care of School Property

- Vandalism, defacing, and littering are prohibited.
- Parents are financially liable for intentional damage caused by their child.

6.3.5 Drug, Alcohol, and Weapon-Free Zone

- No smoking, vaping, alcohol, or drugs.
- Possession or distribution of cigarettes, vapes, illegal substances, alcohol, or dangerous weapons is prohibited.

6.3.6 Violence, Bullying, and Language

- No violence, physical or emotional abuse, cyberbullying, intimidation, racism, or hate speech.
- No foul, profane, or derogatory language.

6.3.7 Electronics and Valuables

- Cell phones and expensive devices prohibited without written Principal's permission.
- Authorised devices must be handed to the office. School not liable for loss or theft of unauthorised items.

6.3.8 Early Departure

- No learner may leave during school hours without a written parent letter and office authorisation.

6.3.9 General Behaviour

- No unauthorised selling of goods.
- Respect for national symbols and school insignia.
- Disruption of classes or school activities is unacceptable.

7. DISCIPLINARY RULES AND OFFENCES

7.1 Ordinary Offences (Level 1)

| Examples | Corrective Action | Escalation |
|--|--|---|
| Late-coming, incomplete homework, littering, minor uniform infractions, minor disruption | Educator counselling, verbal/written reprimand | After 3 offences – escalated to Principal. Parental meeting, behavioural intervention plan, possible suspension from extracurricular activities. |

7.2 Schedule 1 – Misconduct (Level 2)

| Examples | Procedure |
|--|--|
| Disrupting teaching, collective disruption, racist remarks, cheating, possession of pornography, smoking, under influence of alcohol | Written referral to Principal → Investigation → Formal written warning to parent. Second offence escalates to Level 3. |

7.3 Schedule 2 – Serious Misconduct (Level 3)

| Examples | Procedure |
|--|---|
| Rape, indecent assault, sexual harassment with aggravating circumstances, assault with GBH, assault of educator, serious intimidation, malicious damage to property, theft, robbery, possession/sale of weapons, drug trafficking, selling exam papers | Immediate referral to Principal → Investigation → SGB Disciplinary Committee hearing. Criminal acts reported to SAPS. |

8. DUE PROCESS FOR SERIOUS MISCONDUCT

8.1 Notice of Hearing

- Minimum **5 school days' written notice** to learner and parents.
- Notice must include date, time, venue, and nature of charges.

8.2 Precautionary Suspension

- SGB may suspend for up to **7 school days** only after giving learner/parent opportunity to make representations.
- Formal hearing must occur within **7 days** of suspension.

8.3 Disciplinary Committee (DC)

- Impartial 3-member panel appointed by SGB.
- Chairperson must be a parent or community SGB member not employed at the school.
- Principal and individuals with conflicts of interest are barred from serving.

8.4 Rights of the Learner at the Hearing

- To be present with parent/guardian.
- To legal representation.
- To a safe, age-appropriate, dignified environment.
- To an interpreter if requested.
- To review evidence, call witnesses, and cross-examine prosecution witnesses.

8.5 Sanctions and Recommendations

- If guilty, DC may: reprimand, order detention, impose suspension (max 7 school days).
- If expulsion warranted, SGB recommends to HOD. SGB may extend precautionary suspension up to **14 days** pending HOD decision.
- HOD decides within 14 days.

8.6 Appeal Procedures

- Parents may appeal HOD’s expulsion decision to the **MEC within 14 days**.
- HOD must arrange alternative education pending appeal.
- MEC decides after reviewing representations from HOD, SGB, and parent.

9. PROMOTION OF THE CODE OF CONDUCT

- Available to all parents upon registration.
- Copy issued to each learner annually (verbal briefing for Grade R–3).
- Classroom rules and consequences displayed in every classroom.

10. SHORT TITLE

This policy is the **Impala Crescent Primary School Code of Conduct for Learners**.

11. APPROVAL AND SIGNATURES

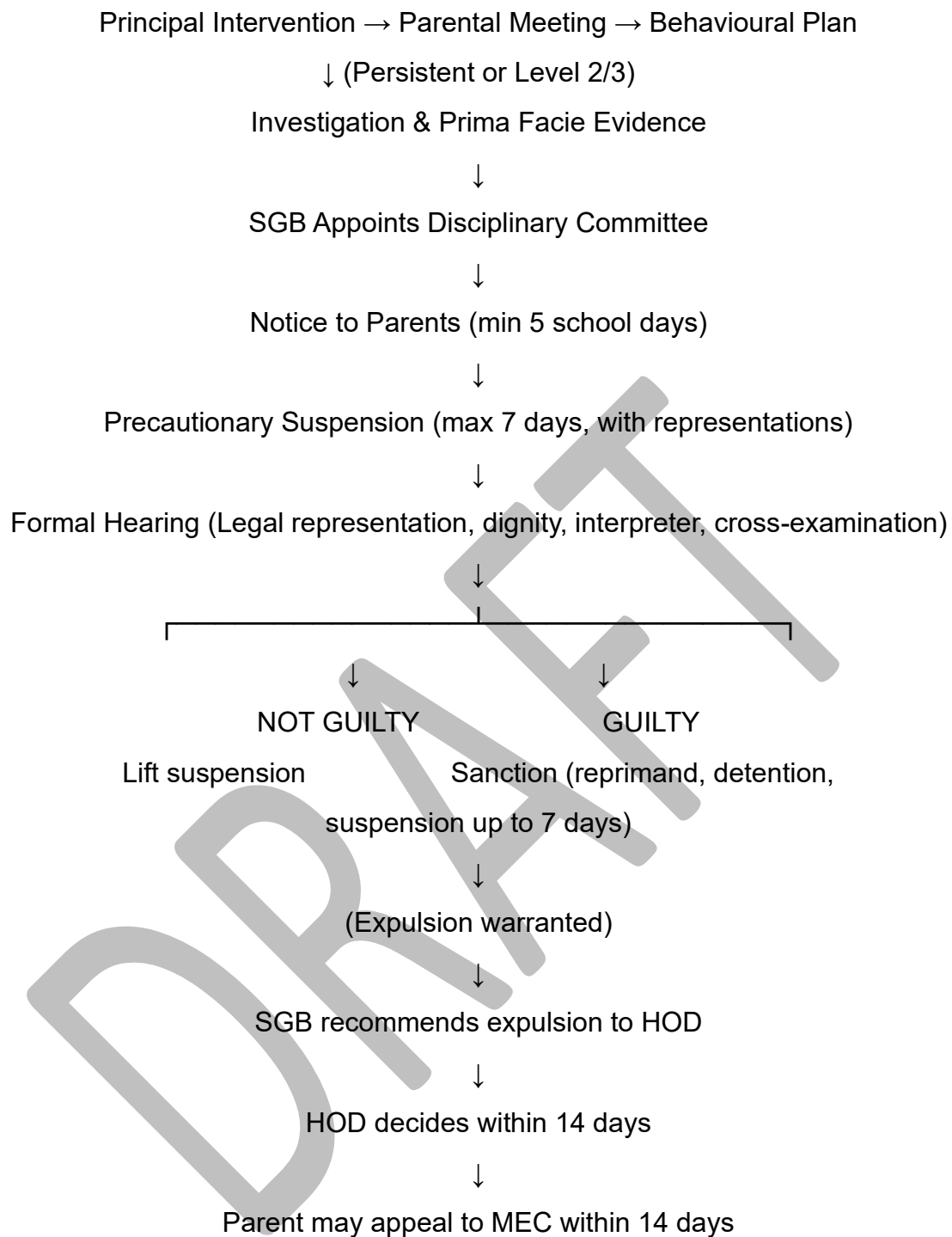
| Role | Name | Signature | Date |
|-------------------------------------|-------------|-----------|-------------|
| Recommended by (Principal) | Mr N Adam | _____ | 1 June 2026 |
| Approved by (SGB Chairperson) | Mrs F Makra | _____ | 1 June 2026 |
| Verified by GDE (District Director) | _____ | _____ | _____ |

ANNEXURE A: SCHEMATIC EXPOSITION OF DISCIPLINARY PROCEDURE

text

Level 1 (Ordinary Offence)

↓ (3 offences)



ANNEXURE B: APPEAL TO THE MEMBER OF THE EXECUTIVE COUNCIL (MEC)

(Form available from the school office or GDE website)

A learner or parent may appeal against:

- A finding of guilt by the HOD where expulsion was imposed.
- A penalty of expulsion.
- An alternative placement order.

- A counselling and progress reporting order.

Grounds for appeal include, but are not limited to:

- Improper composition of the DC.
- Insufficient notice of hearing.
- Denial of rights to representation, interpreter, or cross-examination.
- Failure to keep a full record of proceedings.
- Unfair or biased process.

Time limit: 14 days from receipt of the HOD's decision.

Submission: Hand-deliver to the office of the MEC for Education, Gauteng.

This Code of Conduct was adopted by the SGB of Impala Crescent Primary School on 1 June 2026 and complies with the South African Schools Act (as amended by the BELA Act, 2024) and the Admission of Learners to Public Schools Regulations, 2025.

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