



STUDENTS' GENERAL CODE OF CONDUCT

The following code is based firmly on the **Pinelands High School core values**. Special attention is placed on the following principles:

1. The rules must be clear;
2. There must be good reasons for the rules;
3. Students are expected to know the rules;
4. Students need to know the consequences of any infringement of the rule;
5. All consequent actions and penalties must be designed to change behaviour patterns.

The list is divided into three sections which grade the offences and indicate appropriate punishments and responses. It is impossible to list all examples of unacceptable conduct; the school reserves the right to act on instances of poor conduct regardless of whether they are listed below or not. What follows is a list of common and less common actions and activities which are not acceptable at Pinelands High School.

NOTE:

- The Principal and staff will exercise their judgement and discretion when using this document, and when managing conduct which is not specifically listed below;
- The Principal and staff will exercise their judgement and discretion when deciding whether or not to respond to alleged misconduct which has taken place beyond the school, or beyond school-sanctioned activities, or after hours;
- Offences will be dealt with by the appropriate staff members/committees, depending on the severity of the allegation. Level 2 offences may result in a Grade Head or Deputy Disciplinary Meeting. Level 3 offences will automatically result in a disciplinary meeting at Deputy or Principal level;
- The Principal reserves the right to refer serious misconduct to the Disciplinary Committee of the School Governing Body (see *Serious Misconduct and the School Governing Body's role* below); and
- It is intended that this code be reviewed at least every three years, and is ratified by the School Governing Body.

LEVEL 1 OFFENCE		LEVEL 2 OFFENCE		LEVEL 3 OFFENCE	
Disobeying a reasonable instruction	a, b, d, h, e	Repetition of level 1 offence	a, b, d-i	Repetition of level 2 offence	a-d, f-j
Insolence	a, e, h	Persistent insolence	a, b, d-i	Bringing the school's name into disrepute or damaging the image of a member/s of the school community	a-h
Use of crude language (indirect)	a, b, i	Use of crude language (direct)	a, b, f, h, i	Weapon - possession, display or use	a-h
Classroom code infringements	b, e, i	Persistent classroom misbehaviour	a, b, d-i	Possession or use of fireworks or similar explosive devices	a-k
Non-return of reply slip	b, h	Obstruction of justice	a, b, d-i	Theft	a -h, j

Arriving late for school day/ activities	a, h	Truancy - including leaving school or class without permission	a, b, d, e, g-i	Vandalism, graffiti	a-i
Non-attendance at meetings or extra-mural activity	a, e, h, j	Non-attendance at a match or performance	a, b, d-f, h, i	Possession, display of or dealing in pornography	a-i
Infringement of uniform code in school	a, b, h	Infringement of uniform code out of school	a, f, i	Capturing images or audio at school or on school activities without permission from the school	a-g
Chewing gum at school or in uniform	a, f, h	Cell phone code infringement / use of cell phone during school hours	a, i, j		
Eating in the building without permission, except when it is raining	a, b, e, g, h	Conduct on social media (low level) which demeans, insults, bullies, harasses or intimidates a member/s of the school community	a, c, d, g, j, k	Conduct on social media (high level) which demeans, insults, bullies, harasses or intimidates a member/s of the school community	a, c-h
Misbehaviour in corridors, e.g. running, shouting, pushing	a, h	Inappropriate physical contact	a, b, d, h, i	Highly inappropriate physical contact	a-c, f
Littering	a, b, g, h			Sexual harassment	a-f, h
Placing a notice on a board without permission	a, e, h	Bullying and intimidation (low level)	a, d-i	Bullying and intimidation (high level)	a-h
Electronic equipment at school without permission from a teacher	a, h, f	Fighting - impulsive / petty	a, d-i	Fighting - violent / premeditated	a-h, j
Out of bounds	a, c, e, h	Possession of cigarettes, tobacco products, lighter, matches, e-cigarettes or paraphernalia	a, b, d, e, i	Smoking (including e-cigarettes) at school or in uniform or at a school function or when recognisable as a PHS student	a-d, f-i
Cycling/ roller-blading/ skateboarding in forbidden areas	a, e, h	Selling items at school or promoting outside school events without permission	a, d, f, h	Drugs, alcohol - possession, use or under the influence (prescription and non-prescription)	a-g, i

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		from the school management		drugs)	
Cycling without a helmet	a, b, d, e			Drugs, alcohol - dealing, distributing (prescription and non-prescription drugs)	d-j
Loitering in the bathrooms	a-e, g-i	Cheating, illegal copying	a-i	Plagiarism, unreferenced/ unacknowledged use of AI, or digital devices, without permission	a, d, f, j, k

CONSEQUENCE GUIDELINES

LEVEL 1

- 1a A reprimand
- 1b Written work [minimum 200 words; maximum 500 words] [must be meaningful and not subject-related]
- 1c Break restrictions – limited to certain areas
- 1d Warning of escalation of consequences if conduct continues
- 1e Afternoon detention
- 1f Confiscation
- 1g Litter clean-up
- 1h Recording of offence on the school record system (e.g. demerit system)
- 1i Match or performance exclusion

LEVEL 2

Recording on school record system compulsory

- 2a Afternoon detention
- 2b Written work [minimum 500 words; maximum 1000 words] [must be meaningful and not subject-related]
- 2c Mark penalisation
- 2d Parental interaction and intervention
- 2e Saturday morning detention
- 2f Warning of escalation of consequences if conduct continues
- 2g Community service [minimum 2 hours; maximum 8 hours]
- 2h Removal of good conduct status (i.e. loss of grade specific privileges, e.g. attendance at socials, outings, eligibility for leadership positions, permission to stay at home during exams, etc.)
- 2i Recording of offence on the school record system (e.g. demerit system)
- 2j Confiscation
- 2k Monetary compensation (in the event that the student's actions have resulted in loss or damage of individual or school property)

LEVEL 3

Recording on school record system compulsory. Thorough investigation must take place before these actions are implemented. Serious misconduct may also be referred to the School Governing Body

- 3a Parental interaction and intervention
- 3b Short-term suspension from school
- 3c Community service [minimum 8 hours; maximum 15 hours]
- 3d Warning of escalation of consequences if conduct continues
- 3e Police intervention
- 3f Removal of good conduct status (i.e. loss of grade specific privileges, e.g. attendance at socials, outings, eligibility for leadership positions, permission to stay at home during exams, etc.)

- 3g Saturday morning detention
- 3h Written assignment reflecting on the nature of the misconduct
- 3i Confiscation
- 3j Monetary compensation (in the event that the student's actions have resulted in loss or damage of individual or school property)
- 3k Mark penalisation

Guilty by Association

A learner may be found guilty by association if they are in the company of another learner who is committing an offence. This includes, for example, smoking at school or in uniform where a learner is in the vicinity of those who are smoking.

Amendments to this Code of Conduct

The Principal has the right to clarify and interpret items in the Code of Conduct and inform the school accordingly. The Principal also has the right to make ad hoc additions to the codes, provided that these additions are reasonable and have been published in a newsletter and on at least three notice boards at school, and at an Assembly. As soon as possible after an addition or change has been made, it must be ratified by the School Governing Body.

Serious Misconduct and the School Governing Body's role:

Notwithstanding the above Code of Conduct, the Principal reserves the right to refer Serious Misconduct to the Disciplinary Committee of the School Governing Body. Serious Misconduct is defined in the South African Schools Act as outlined below.

Subject to the provisions of the Act, a learner at a school who:

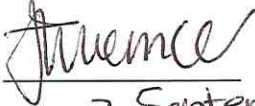
- (a) used or had in his or her possession or sells or distributes a dangerous object, alcoholic liquor or illegal drugs;
- (b) commits an act of bullying, assault, theft, arson or malicious damage to property;
- (c) commits an act of gross insubordination or engages in immoral conduct;
- (d) is in possession of or uses any unauthorized copy of a test or examination question paper, or cheats, distributes, trades, bribes or attempts to bribe any person in respect of any test or examination, with the intention of enabling himself or herself, or any other person, to gain an unfair advantage;
- (e) uses hate speech, makes himself or herself guilty of racism, sexism, sexual harassment, possesses or distributes pornographic material or engages in any act of public indecency;
- (f) endangers the safety or threatens fellow learners or educators, disrupts the school programme or violates the rights of others;
- (g) falsely identifies himself or herself, or knowingly and wilfully supplies false information or falsifies documentation to gain an unfair advantage at school;
- (h) has repeatedly been found guilty of transgressing the learner's Code of Conduct; or
- (i) conducts himself or herself, in the opinion of the governing body, in a disgraceful, improper or unbecoming manner, may be guilty of serious misconduct.

If a learner has been found guilty of serious misconduct after a fair hearing, the learner may be suspended, expelled or other sanctions may be applied.

Counselling

At no stage should counselling be used as a sanction following a disciplinary process. However, counselling may be recommended to the learner in certain cases as part of restorative justice and behaviour modification. The school counselling department could be used for such counselling where possible, and outside agencies could be used where necessary or preferred.

J Lawrence
CHAIRPERSON

Date: 
3 September 2024


G Sayer
PRINCIPAL

Date:  4 September 2024