



Dear Parents/Guardians

**From the office of the principal**

**W**e thank God for his love and mercies throughout the year. We are grateful to you parents and guardians for your continuous support. This has been an amazing year and we are looking forward to an even more successful and productive 2020.

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## **STAFF MATTERS**

We are pleased to announce that all our current educators plan to be with us at the start of the next academic year and we promise to improve our service standards. Our staff retention policy is one of the reasons for our high matric pass rate and quality curriculum delivery.

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## **ACADEMICS ISSUES**

### **Textbook Provision**

Two years ago, the college embarked on providing learners with textbooks at a rental arrangement, whereby learners paid a book fee each term. This idea helped parents to save money on textbooks whilst learners got the needed resources for their school work. This arrangement will continue in the coming academic year. Parents are advised to ensure that their wards keep the textbooks tidy and return them in good shape at the end of the year to avoid penalties.

### **Class Attendance**

The daily attendance percentage increased this year compared to previous years. We are still experiencing high degree of absenteeism. Further investigations revealed that most of these learners left home but didn't arrive at school. We are urging parents to assist the school by using the school diary to monitor attendance. If you are suspicious of your learner's attendance rate, you can write a note to the class teacher and ask the class teacher to sign in your learner's diary each day he or she is present at school. As a school, we will also do well to keep you informed should we pick up that your child has been absent for more than 2 consecutive days.

### **Progress Report**

When you receive your learner's progress report, there is either of two decisions you will see on the report card: whether the learner is promoted to the next Grade or the learner will be repeating the same Grade. Please note that, if your learner is repeating, you have the right to appeal the decision, ask at the reception for an appeal form and ask them to explain to you how the process unfolds. We congratulate you, if your child is promoted to the next grade. To ensure a successful 2020, we entreat you to please start making all the necessary preparations like buying stationery, submitting re-registration form and meeting the class teacher for your learner. This will help you to have



everything under control when the next academic year starts and to prevent putting you under pressure.

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### **EXTRA-CURRICULAR ACTIVITIES**

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#### **Sports**

Learners partook in two sporting activities this year. We held a sports day in term 2 and term 3 respectively. Activities for different sporting codes were undertaken on these days, such as: football, basketball, volleyball and netball.

Management and the sports committee are working around the clock to ensure that more sporting activities happen in the coming academic year. We would be happy if parents have any ideas to assist us improve this area of the college's offering.

#### **Clubs**

Our chess club was quite functional internally in terms of learners playing and competing among themselves. They were, however, unable to partake in the regional chess league due to logistical constraints. Some of the schools paired with in the league are quite far from our school and therefore transport fares to take learners weekly to these places can be costly, we are therefore asking if there are any parents that are interested in supporting our chess club with donations they are welcome to do so.

Our other clubs like drama, poetry, dancing and debate clubs were not that functional. Management and teachers are currently exploring ways to ensure that, a lot more learners sign up for these clubs and learners participate. We are also asking parents to encourage their wards to join these clubs.

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### **SCHOOL UNIFORMS**

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Our uniform is one of the unique ways to identify a Summat College scholar and it is one way we communicate to our community about how we are bringing up our learner's to be decent and presentable all times, therefore, we do not compromise on our uniform. Parents please note that, in the 2020 academic year, learners who do not wear the full complement of our school uniform shall be refused entry into the school premises.

The system for ordering uniforms has not changed:

1. For the Grey trousers, skirt, and shorts you are allowed to buy them from any retail shop.
2. Grey socks and white socks can also be bought from any shop
3. The school Jersey, tie, pullover and blazer has to be ordered at the reception. You may also go directly to our supplier in Johannesburg: Lee Wholesalers: 32 Commissioner Street, Ferrieras Dorp, Johannesburg, 2001.



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***DISCIPLINARY  
ISSUES***

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Disciplinary issues, continue to be one of the major challenges facing our school. Our staff has done well this year to ensure that, the number of disciplinary issues recorded were lower than previous years. However, there are still a number of learners breaking school rules and regulations. The most common form of disciplinary issues recorded includes: theft, vandalism, rudeness and drug abuse. Four learners were expelled this year on issues of theft and vandalism. Parents should please note that, from 2020 we have signed a memorandum of understanding with Pretoria Central Police, whereby they will be doing random drug searches and drug tests.

If your learner is found positive during any of these random drug tests, that learner will have to seek the necessary help from experts and the school will require substantive proof before allowing the learner to return to school.

We are also pleading with parents that, should we call you or request your presence at school due to a disciplinary issue, please try as much as possible to come through so that we can resolve all issues. Failure to show up for disciplinary hearing will lead to your child been sent home until you avail yourself.

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***SCHOOL FEES  
PAYMENT SYSTEMS***

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We are happy to announce that from January 2020 parents for all Grade 10-12 learners shall start paying school fees using the school debit order system. This payment system is compulsory for all Grade 10 -12 learners. Learners from Grade 7-9 can also use the debit order system but they still have the option of paying using EFT or depositing at the bank.

For more information on the debit order system and the forms you are required to fill please visit the reception.

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***RE-REGISTRATION OF  
CONTINUING  
LEARNERS***

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For continuing learners please note that re-registration form and all other relevant documents should reach the college administrator latest by 15<sup>th</sup> of January 2020 for capturing. Re-registration Fee is still R 300.00. List of stationery items and Uniforms can also be picked up at the reception.



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## IMPORTANT DATES

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Official Closing Date Learners:	4 December 2019
Closing of Premises for Holidays:	18 December 2019
Opening of Premises:	3 January 2020
Official Re-opening of School for learners:	15 January 2020

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## CONTACT DETAILS

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College Telephone Nr: \_\_\_\_\_ 012 763 2200 >>>> 012 763 2249

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ptaadmin@summatcollege.co.za

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Mr. Antwi Frederick (Principal)  
2<sup>ND</sup> December 2019