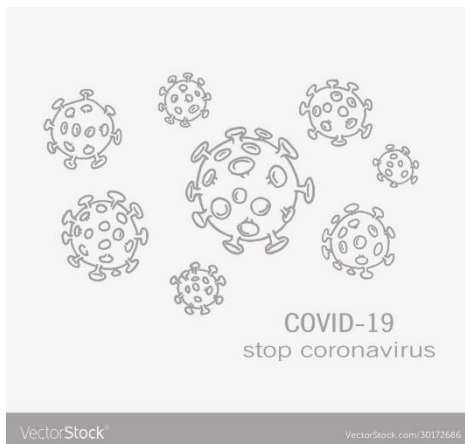




GRASSDALE HIGH
G.E.T.
PARENT / LEARNER
INFORMATION BOOKLET
2020 [COVID – 19]



**THE FOLLOWING IS SOME IMPORTANT
INFORMATION THAT WE URGE YOU TO
FAMILIARISE YOURSELF WITH:**

A. Practical measures to prevent Coronavirus infection at schools

- Staying home when unwell.
- The school will strictly enforce rules about learners staying home when they are unwell and communicate this to parents/caregivers.

B. Screening of learners

- Learners will be screened for symptoms of Coronavirus infection daily upon arrival at the school.
- Screening will be done at the entrance to the school, Fourth Avenue entrance, and will be done by a designated teacher/staff member.
- Learners will be made aware of the procedures that will follow in the event of a learner screening positive i.e. having one of the symptoms suggestive of Coronavirus infection.

If a learner has any of the symptoms suggestive of Coronavirus infection:

- The learner will not be allowed to enter the school.
- The learner will be isolated in a designated section of the school/area and will be provided with a face mask if they do not already have one.

- The parent/caregiver will be contacted and asked to collect the learner immediately.
- One teacher/staff member will have contact with the learner while waiting for the parent/caregiver.
- The learner may return to school once they have been assessed by a healthcare professional either in the private sector or at public sector

C. Pick-up and drop-off.

- Staggering pick-up and drop-off times will be implemented, to limit the number of people (parents and learners) at the school during times.
- A staff member will be at the entrance to coordinate this process.
- Where possible, grandparents and elderly caregivers should not pick-up or drop-off learners at school because they would be at increased risk for contracting severe disease.

D. School transport services

- School transport vehicles must follow the guidance for public transport services i.e. passengers must sit as far from each other as possible, all windows must be opened, and the vehicle must be cleaned regularly.
- All passengers must wear cloth face masks for the duration of the trip.
- As far as possible, the driver should remain in the vehicle during drop-off and pick-up.

E. School schedule

- Teachers will move from class to class for lessons rather than requiring learners to move around the school to different classrooms.

F. In the classroom

- Learners will be sanitised at the door of every classroom and ensure that any person entering or leaving the classroom sanitises their hands.
- Desks are arranged in rows with the desks facing forwards to minimise learners being in face-to-face contact with each other.
- There will only be one learner at each desk.
- ***Learners should sit at the same desk every day.***
- Desks are spaced as far as possible from each other as the room will allow.
- All windows are open, and the doors are kept open as far as possible to allow for maximum ventilation.
- Lesson plans and activities are rearranged to minimise the sharing of books/materials and passing items back and forth.
- Learners should not share items such as pens, rulers, calculators etc.

G. School bathroom facilities

- A hand wash/sanitiser station is placed at the entrance to the bathrooms.
- The number of people is limited in the bathroom at any time and the number allowed is being monitored.

- All bathroom facilities are in working order
- Bathrooms have water and soap available at all times
- Hands must be washed with soap and water after using the bathroom.
- Paper towels must be used that can be disposed of in a sealed bin after use.

H. Break time

- All classes are allocated to a specified space during break-time.
- No learner is allowed to move from their space allocated.
- Learners are urged to keep social distancing.
- Failure to do so, will result in a verbal warning, after which the parent will be called to collect his/her child.

I. School tuck shop on school property

- School tuck shop is not be opened.
- Please provide your child with a school lunch.
- Learners are not allowed to share food.

J. Extra-curricular activities including sports

- Extra-curricular activities including sports as well as any group gathering (such as assemblies) are cancelled.

K. Face masks

- Teachers, support staff and learners must wear cloth face masks AT ALL TIMES.
- Teachers who have difficulty projecting their voice through the mask may remove the mask when speaking but should wear a face shield/visor and must keep a physical distance from the students.

L. Orientation Programme

- All learners will be orientated on Covid-19 hygiene and safety protocol ON THEIR RETURN TO SCHOOL – See page 7 - 8

M. What learners should do before leaving home

- Wash your hands often with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay at home when you are sick and try and keep a distance from others at home. Inform the school of your absence.
- Cover your cough or sneeze with a flexed elbow or a tissue, then throw the tissue into the bin.
- Clean and disinfect frequently touched objects and surfaces. Wear your mask.

N. What learners should do on their way to and from school

- Wear your mask.
- It is important to practise social distancing and good hygiene to prevent becoming infected if you are walking to school.
- Try to keep at least a 1.5 metre distance between you and another person walking to school.
- It is equally important to practise social distancing and good hygiene to prevent becoming infected if you are using public transport to school or sharing transport (lift club).
- The wearing of a mask is mandatory when using public transport.
- Sanitise your hands before entering and after disembarking from the public transport.

O. What to do when learners arrive at school

- All learners must go directly to the designated screening area to be screened.
- Social distancing must be maintained while waiting to be screened.
- Designated screeners will screen learners on arrival
- Make sure that you wear a mask when entering the school premises.
- It is recommended that you keep at least a 1.5 metre distance between yourself and another person.

P. The following will be available at schools

- Sufficient supply of hand sanitiser, soap, paper towels, wastepaper bins and other cleaning materials.
- Alcohol based hand sanitiser at designated points.
- 2 cloth face masks per learner.

Q. Engaging with learners in the classroom

- Learners must wear a mask before allowed into the class.
- Check the desk arrangement in the class. Desks should be at least 1.5 metre apart.
- Learners will be reminded of the importance to exercise the “golden rules” of preventing the spread of the virus and Educators will respond to questions that learners might have.
- Learner discipline in the class is of utmost importance.
- Teachers to observe the 1.5 metre distance between themselves and learners and other teachers.
- Learners are requested to prevent crowding in toilets or when outside during intervals.

R. Use of cloth face masks

- Despite wearing a mask, you must still make sure to follow the other measures to prevent spread – keep a 1.5 metre distance from other people and wash your hands regularly.
- You must also make sure that you know the proper way to put on, wear and take off your mask.

Take note of the following advice for wearing cloth face masks:

- a) Wash your hands before putting on the mask.
- b) Wash it in warm water and iron your cloth mask every day

S. Ventilation

- Natural ventilation will be maximised at school.
- This will be done, for example, by leaving doors open or by opening windows.

T. Daily cleaning routines

- Frequently interacted-with and touched surfaces and objects are cleaned and disinfected daily.

U. Control of entrances

- The number of entrances used are limited depending on the availability of screeners.
- Designate areas where screening take place:
Room 25.
- Screeners will be wearing a mask and sanitise their hands frequently.
- No person is allowed onto the school premises without a mask.
- Any person who refuses to be screened, cannot be allowed onto the school premises.

❖ **Maintain a clean and safe environment**

- Surfaces that are frequently touched, e.g. the doorknobs, are cleaned frequently with bleach, or disinfectant wipes/liquid.
- **Utensils like pens, erasers, books, rulers, pencils, etc. must not be shared amongst learners and/ or teachers or placed in mouth.**
- Classrooms are well ventilated.
- Coughing (in the bent elbow) and sneezing etiquette (in a tissue) must be adhered to at all times.
- Social distancing must be observed.
- Classrooms is cleaned at least twice a day with a disinfectant.
- Desks/chairs must be cleaned by occupants/cleaners at the end of the day, after the classroom has been vacated or is occupied the next morning.
- Access to toilets is regularised by the school to ensure that not too many learners are simultaneously in the toilets.

❖ **Hand Hygiene procedure**

- Frequent hand hygiene must be part of the routine of everyday life in schools.

GET Phase in Orientation Programme

Topics to be covered in the orientation programme.

1. History of the Coronavirus (2019-NCOV) or COVID-19

On 31 December 2019, the World Health Organisation (WHO) China reported a cluster of pneumonia cases in Wuhan City, Hubei Province of China. A severe acute respiratory syndrome associated with a novel coronavirus was confirmed. The virus has been named "SARS-CoV-2" and the disease caused "coronavirus disease 2019" or COVID-19.

COVID-19 is spread by fluid droplets when coughing, sneezing or shouting and can be spread by a person who has been infected before symptoms occur, during illness and for a short period of time after they feel better. Researchers estimate that around 44% of infections are passed on by people who are not showing any symptoms.

Because the Coronavirus is a new virus, there is currently no vaccine available. However, many of the symptoms can be treated.

2. The screening processes

2.1. Procedural aspects:

- No one is allowed onto the premises without a mask.
- The temperature of every learner is taken and recorded.
- The learner must then answer five questions
 - (i) Do you have a cough?
 - (ii) Do you have a fever?
 - (iii) Do you have a shortness of breath?
 - (iv) Do you have a sore throat?
 - (v) Within the last 14 days, did you have direct contact with someone known to have contracted Coronavirus (COVID-19)?

- If these questions indicate that an individual is a risk or the scanner reading is above 38°C, then that person must be requested to consult the COVID-19 hotline number (Western Cape Government 021 928 4102 or National Institute for Communicable Diseases 0800 029 999).
- After this process, the individual must proceed to the next point where he/she must wash hands or use hand sanitiser before proceeding to the classrooms.
- The information of all learners screened are recorded. The daily recording of screening is a requirement and must be complied with.
- The school has prepared a room to temporarily keep learners who did not pass screening.
- Learners are requested to isolate for 14 days and take the necessary precautionary measures to prevent the further spread of the virus.
- A learner's parents will be contacted so that they can collect and take care of the learner. The data will be captured directly to the W.C.E.D app

3. The importance of the 5 "Golden Rules".

The following are the 5 Golden Rules to prevent the spread of the coronavirus:

(i) Separate yourself physically from other people:

- By staying away from people as much as possible. By staying home if unwell.

(ii) Physical distancing when around other people:

- Keep a distance of at least 1.5 metres (2 arm lengths) from others.
- Do NOT shake hands, or hug, or fist bump, or elbow bump.
- Keep your distance.

(iii) Hand washing/sanitising:

- Regular handwashing with soap and water for 20 seconds.
- Or rub hands with alcohol-based hand sanitiser
- Wash hands after touching people, surfaces, and objects.

(iv) Practising good hygiene measures:

- Cough or sneeze into your elbow or a tissue and then put the tissue in a bin and wash your hands immediately.
- Do not touch your face with unwashed hands.

4. Using cloth face masks:

- Use a cloth face mask to cover your nose and mouth.
- Do not touch the mask after you put it on.
- Leave the mask on all the time except when you need to eat/drink.
- For eating/drinking, take it off carefully by the strings and place it in a clean paper or plastic bag.
- Wash your hands often with soap and water for at least 20 seconds.
- If soap and water are not available, use an alcohol-based hand sanitiser.

5. Orientate learners on the changed curriculum plan

REVISED Curriculum Fundamentals: Grade 8-9:

Subjects to be taught:

- Languages, Mathematics, Natural Sciences
- LO – greater focus self-management, health and safety, and on career guidance.
- Social Sciences and E.M.S.– Notes and S.B.A.
- Technology – Concentrate on Notes given
- Creative Arts– Concentrate on Notes given

6. Introduce the reviewed school timetable

Daily schedule:

- Above mentioned subjects will receive attention during scheduled times.
- Subject Educators will make the necessary work /S.B.A's available to be completed by the learners and Educators. Invigilating at the specified times, will make sure learners complete their work. Most of the work **MUST** be completed as homework, as the learner will only be at school for one day.
- Subject Educators **WILL NOT BE INVIGILATING** during their scheduled subject times – They will be monitoring the progress of their work to be done.

7. New class lists and the subdivision of classes.

- Please tell learners in which room # they will be placed.
[See G.E.T. Return procedure booklet]

8. Brief learners Safety and hygiene.

- [See G.E.T. G.E.T Phase in Information booklet – page 3 – 4 (K – N)]

9. Confirm that two cloth masks have been distribute to learners on arrival.

10. Cell phone usage

- Cell phones are only allowed for emergencies.



A. Daily Times & Educators Responsible for Subjects:

	Times:	Subject:	Grade	Educator Responsible:
	07h45 – 08h30	Screening		
1.	08h30 – 09h20	English H.L.	8	Mrs P Nyoni
			9	Ms T Johnson
2.	09h20 – 10h10	Afrikaans F.A.L.	8	Ms S Grewe
			9	Ms De Vos
	10h10 – 10h40	Interval		
3.	10h40 – 11h30	Social Sciences	8	Mrs N Manuel (Mr Mentoer Assisting)
			9	Mrs N Manuel
4.	11h30 – 12h20	Mathematics	8	Ms T Dlamini
			9	Ms A Alli
	12h20 – 12h50	Interval		
5.	12h50 – 13h40	E.M.S.	8	Mrs J Baderoen
			9	Ms S Grewe (Ms E Cupido assisting)
6.	13h40 – 14h30	Natural Sciences	8	Ms Z Cooper
			9	Ms T Solomons

GRASSDALE HIGH SCHOOL

4th Avenue Grassy Park

Tel: 021 7061816

Fax: 021 706 0871

PRINCIPAL: D.TREGONNING

E-MAIL: grassdale.high@wcgschools.gov.za

MONDAY, 17/08/2020

Dear Parents / Guardians / Caregivers

RETURN TO SCHOOL: G.E.T.

The Government Gazette announced that Grades 9 learners will be returning to school on 24 August 2020 and Grade 8 learners on 31 August 2020.

We at Grassdale would like to inform all parents that we will be welcoming our G.E.T. group back as follow:

FOR THOSE LEARNERS RETURNING TO SCHOOL, THE FOLLOWING WILL APPLY:

1. Orientation day:

Gra de	Schoo l days	Screeni ng	Orientati on Assembl y:	Classe s:	Interv al:	After interv al	Closi ng time:	Attire
-----------	-----------------	---------------	----------------------------------	--------------	---------------	-----------------------	----------------------	--------

8	Monday – 24 Aug 2020	07h45 – 08h30	08h30 – 09h30	09h30 – 10h10	10h10 – 10h40	Back to allocat ed classes	11h00	Unifor m & Mask
9	Tuesday – 25 Aug 2020	07h45 – 08h30	08h30 – 09h30	09h30 – 10h10	10h10 – 10h40	Back to allocat ed classes	11h00	Unifor m & Mask

Assembly points for both Grade 8 – Monday & Grade 9 Tuesday

- **Middle Block** (In front of Ms Cupido’s class) – Grade 8E 1 & 2 / Grade 9E 1 & 2
- **Back Block** (In front of Ms Johnson’s class) – Grade 8E 3 & 4 / Grade 9E 3 & 4
- **In front of Tuckshop**– Grade 8E 5 / Grade 9E 5

2. Normal school days for the rest of 2020:

Grade	School days		Screening	Classes Starts at:	Closing times	Attire
8	Mondays - only		07h45 – 08h30	08h30	14h30	Uniform & Mask
9	Tuesdays - only		07h45 – 08h30	08h30	14h30	Uniform & Mask

Concerns over COVID 19 – Option to keep your child at home

To this end we have forwarded a survey to parents to establish how many learners will be returning to put plans in place for implementation of school policies.

Numerous parents have indicated that they will be keeping their children at home for the rest of the year. Where the child has a comorbidity, the parent MUST complete a comorbidity form, to apply for concession for keeping the child at home. This form will be issued to parents who has indicated on the survey that they will be keeping their child/ren at home. Please make arrangements with the office, to collect and return it before 24 August (For Grade 8 and 9 learners). { You may scan a copy and email it to above email address. }

The parent however then takes responsibility of ensuring that learning takes place at home and that schoolwork is collected on a weekly basis. Parents will be duly informed of any further collections taking place.

For those learners returning to school the following will apply:

COVID - 19 has spread to our schools, as reported daily and it is important that we remain vigilant and keep protocol in place to ensure the safety of all. Parents kindly note that access to the school is prohibited as it allows for contamination of our working space. An interview may be requested with the principal for profoundly serious cases, but we ask that where required, parents engage telephonically with the school or via electronic media.

EXPECTATIONS

Kindly ensure that your child follows required protocol on arrival and that they are wearing a mask and that social distancing is observed. We understand that they will be excited on seeing their friends after such a long time, but hugs and kisses are a definite no, no.

Teachers will meet learners at the gate at the entrance point in 4th avenue to direct them as to what to do. There will be no access from 5th avenue.

The first day will involve an orientation process in terms of COVID -19 operations at school where learners will receive education on the virus and what will become their new normal.

Parents need to be made aware that class sizes have been reduced to 16 learners in a class. For example, where we had 5 Gr. 8 classes before, we now have 13 classes. This means that we do not necessarily have the capacity to put an expert teacher in every class to deliver on the curriculum, but learners will have contact with the school and receive School Based Assessments on

the trimmed curriculum. WhatsApp groups have been set up for every subject and educators will continue to liaise with learners through this medium.

Our experience with the F.E.T. learners has shown that learners arrive at school sick as observed when doing the daily screening process. These learners are then isolated, and parents are requested to pick them up immediately. Please keep your child at home if they are sick or show symptoms related to COVID - 19.

Some Do's and Don'ts for learners to consider

- Keep safe by following the 5 golden rules
- Be prepared with all stationery and requirements as no borrowing is allowed
- Stay at home when you not well (sore throat, cough, red eye, nausea, headache, no taste or smell, high temperature etc.)
- Bring a change of clothes on a rainy day to keep you dry, warm and healthy
- **WE ENCOURAGE PARENTS TO SEND THEIR CHILD WITH A CLOTH & SANITIZER TO KEEP THEIR WORKING AREA SAFE.**

It is important to note that our priority is to keep your child safe and that we cannot allow ourselves to become distracted by focusing our energy on discipline. Where learners make the choice of putting others at risk, we will request that the education process be continued from home.

Learners have received subject packages, which was collected at the front gate for both Gr.8 and 9 on VARIOUS occasions.

We are aware of the financial challenges experienced by most parents since the lockdown has started. We are appealing to all parents to try and make monthly deposits into our school's account, as we have a lot of financial responsibilities that we need to satisfy, on a monthly basis, (Municipal accounts, SGB-posts and other operational needs). Thank you kindly to those parents who are still paying their child's school fees and also to those who are donating copy paper to our school.

Kind Regards.

PRINCIPAL: Mr D Tregonning

PHASE HEAD: Ms E Cupido



GRASSDALE HIGH SCHOOL

GRADE 8 - 2020 Term 3 & 4 SBA & Exams

SUB JEC T	Subject Teacher	SBA Date	Mark	Control Test Y /N	Control Test	Final Exam & Mark
ENG HL	Mrs Nyoni	Oral 7 Sept	20	Y	Response to literature 30 marks (1hr)	P1- Oral (20) P2- responses to text (60) P3- Writing(40)

AFRIK FAL	Ms Grewe	Mondeling 14 – 21 Sept	20	Y	Letterkunde 30 marks (1hr)	P1- Oral (20) P2- responses to text (60) P3- Writing(40)
MATH	Ms Dlamini	Assignment 21 Sept	50	N	-----	Exams (60)
EMS	Mrs Baderoen	12 Oct	Task 50 Marks	N	No Control Test	Paper1 50 Mark
S.S	Mr Mentoor	Geography 7 Sept	Task 50 Marks	Y	History	History(75) & Geog(75)
N.S	Ms Cooper	-----	----- -----	Y	Control Test (60marks) 1½hrs	Exams (90marks) 1½hrs
LO	Ms Johnson	14/21/28 Sept	Task 70% & PE 30%	N	-----	Exam 70 & PE 30
C.A	Ms Haman	Task completed	50	N	-----	Exam (50)
TECH	Mr Schilder	Task completed	100	N	-----	Exam (80)

SUMMARY OF SUBJECT ASSESSMENT PROGRAMME FOR GRADE 9 - 2020



SUBJECT	TERM 1	TERM 2	TERM 3	TERM 4	# of S.B.A.'s
	1. Oral – (20)	Lockdown WHATS APP	4. Oral - (20) 5. Literature Test – 30	6. Oral – (20) 7. Paper 2 – (70)	9

1. ENGLISH HL	2. Transaction Writing – (20) 3. Language Control Test (70)	PLATFOM	Mins = 1 hour	8. Paper 3 – (60) 9. Paper 4 – (50)	
2. AFRIK EAT	1. Mondeling – (20) 2. Transaksionele Skryf – (20) 3. Kontrole Toets – (70)	Lockdown WHATS APP PLATFOM	4. Mondeling – (20) 5. Letterkunde Toets – 30 Punte = 1 Uur	6. Mondeling – (20) 7. Vraestel 2 – (70) 8. Vraestel 3 – (60) 9. Vraestel 4 – (60)	9
3. MATHS	1. Assignment – (50) 2. Test – (50)	Lockdown WHATS APP PLATFOM	3. Assignment / Investigation – (50)	4. Test – (50) 5. Exam – (150)	5
4. NATURAL SCIENCES	1. Practical Task – (40) 2. Test – (70)	Lockdown WHATSAPP PLATFORM	3. Test / Toets: (70 marks) - 1 Hours	4. Test / Toets – (80)	4
5. SOCIAL SCIENCES (HISTORY & GEOGRAPHY)	1. Geography – Map skills Task – (100) 2. History – Source based Task – (50)	Lockdown WHATSAPP PLATFORM	3. Geography Control Test – 50 Marks = 1 hour 4. History Source Based Task – (50)	5. Geography Exam – (50) 6. History Exam – (50)	3 Hist + 3 Geogs = 6
6. EMS	1. Assignment – (50) 2. Control Test – (50)	Lockdown WHATSAPP PLATFORM	3. Project – (50)	4. Final Exam – (50)	4
7. LO	1. Written Task – (70)	Lockdown	3. Project – (70) 4. PET – (30)	5. Written Task – (70) 6. PET – (30)	6

	PET – (30)	WHATSAPP PLATFORM			
8. TECH	1. Mini –Pat – (70)	Lockdown WHATSAPP PLATFORM	N/A	N/A	2
9. CREATIVE ARTS – (VISUAL ARTS)	1. Task 1 – Visual Arts: Role of an artist in society – (50)	Lockdown WHATSAPP PLATFORM	N/A	N/A	2
10. (DANCE)	1. Task 2 – Dance: Dance technique and composition – (50)	Lockdown WHATSAPP PLATFORM	N/A	N/A	2

