

PARENT INFORMATION BOOKLET



GRADE 12

YEAR: 2020

GRADE HEAD: Ms G. Ganess

PHASE HEAD (FET): Mr B Koen

MOTTO: It always seems impossible until it is done

SCHOOL MOTTO

Our school motto is “**Scientia Illuminat**” which means **knowledge enlightens**

MISSION STATEMENT

Grassdale High is dedicated to moulding holistic individuals who are emotionally, academically and physically prepared to take their rightful place in society. A code of conduct will be adhered to by those connected to the school to ensure a positive learning environment that promotes a culture of discipline. We will strive to create a democratic environment so that no one is discriminated against based on race, gender, sexual orientation, ethnicity or religious affiliation.

VISION

Grassdale High has a regard for the past while focussing on the future. We believe in developing strong leadership abilities as well as cultural and gender sensitivities. We also strive to create a disciplined environment in which learners and educators can thrive.

VALUES

Expected behaviour of learners at Grassdale High is informed by the values and principles adopted by the school.

The expected behaviours are:

- Showing respect, being courteous and co-operating with others
- Respecting the feelings and property of others
- Practising servant leadership
- Being honest and being prepared to face up to the consequences of your actions
- Having integrity and standing up for our values
- Being open and transparent to create awareness at all times
- Working together to the benefit of all
- Being professional which includes being punctual at all times

SCHOOL UNIFORM

The school uniform must be purchased at the school

BOYS	GIRLS
<ul style="list-style-type: none"> • Grey trousers • White shirt • School tie • Black shoes • Navy blue jersey with school emblem • Navy blue blazar 	<ul style="list-style-type: none"> • School dress which is 4cm above the knee • Black school shoes with buckle tied • White socks just above the ankle • Navy blue jersey with school emblem • Navy blue blazar

GENERAL

- Muslim females may wear a navy blue headscarf
- Ensure that there is no graffiti on any part of your uniform
- Any clothing item that does not conform to the dress code of the school will be confiscated
- If your shoes are broken and you have been given permission to wear other shoes, plain black trainers or plain black shoes are acceptable

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INTRODUCTION AND EXAMINATION STATISTICS

Dear Parent/Guardian/Caregiver

I sincerely welcome each and every parent to what is certainly the most important year of your child's school career. Our vision is for our learners to not only view Grade 12 as their final year of studies but to see it as an opportunity to open doors to learning through improved results. 2019 brought numerous challenges which included:

- A high absentee rate
- Late coming
- An inability to hand in CASS activities
- Non-attendance of remedial classes
- Learners inadequately prepared for examinations

We have successfully met many of these challenges and now have to persevere to improve our standards and to overcome any new challenges.

We are passionate about our children and want to see them succeed. Our learners receive constant support throughout the year and it is therefore not only disappointing, but unacceptable that any learner fails especially since the pass requirements are mediocre. We believe that by improving our ability to work as a team we can identify barriers at an early stage and work together to resolve any challenges that may exist.

I would like to commend the Gr. 12 educators for the good results achieved by the class of 2019. Your hard work and dedication has reaped the required rewards. In 2019, Grassdale High achieved a pass rate of 85.1%.

Subject specific analysis

The following subjects received distinctions

Afrikaans FAL
 English HL
 History
 Business Studies
 Life Orientation
 Life Sciences
 Mathematical Literacy

Even though we are happy about the results obtained in 2019, there is always room for improvement and in order to do so, we require a team that is dedicated, determined and disciplined to ensure that every learner develops to their full potential. Let us work together harmoniously to make this an institution of academic excellence. If we work together, THERE IS NO REASON WHY GRASSDALE CANNOT OBTAIN A 100% PASS RATE THIS YEAR.

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THE YEAR THAT LIES AHEAD

Western Cape 2020 Calender		
TERM	OPENS	CLOSES
1	15 January	20 March
2	31 March	12 June
3	07 July	18 September
4	29 September	02 December

2020 Public Holidays

DATE	TITLE
21 March	Human Rights Day
10 April	Good Friday
13 April	Family Day
27 April	Freedom Day
01 May	Workers' Day
16 June	Youth Day
09 August	National Women's day
10 August	Public Holiday
24 September	Heritage Day

Matric motivational camp

The camp in 2019 was an absolute success and we were able to source a brilliant service provider, who together with her team (including university lecturers) provided a dynamic opportunity for young men and women to grow, develop and work towards a vision for themselves. We have planned to repeat the camp for 2020, towards the end of the first term.

PROMOTION REQUIREMENTS FOR THE YEAR

According to policy a learner is promoted to the next grade if he complies with the following:

1. He/she must OBTAIN a minimum of 40% in the official home language.
2. He/she must also achieve AT LEAST 40% in TWO other subjects, and
3. He/she must achieve a minimum of 30% in the other THREE subjects

SCHOOL FEES

Grassdale High is a fee paying school with an annual fee of R2500. Not only are we the most affordable school in our circuit but the quality of education derived is the best. We need parents to honour their commitment and to pay school fees as required so that we can continue our efforts of providing academic excellence. Where parents genuinely cannot afford the school fees, an exemption form needs to be completed. No family can function without finances and every parent will have to make some contribution even if an application has been made for the exemption of school fees. We implore parents to make every effort to pay school fees in full if they are able to, as a reduction in payment impacts on our ability to render a quality service. Parents, DO THE RIGHT THING, pay your school fees and pay it on time.

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IDENTIFICATION DOCUMENTS

Parents please note that learners will not be registered to write their final examinations without their I.D. It is vital that a copy of your child's I.D. is handed in to Mrs Ganess by the 31 January 2019. If your child does not have an I.D. he /she needs to apply for one immediately and provide a copy of the receipt. Please note that home affairs is open on a Saturday and no learner will be excused from school for this reason.

ACADEMIC PLANNING AND ASSESSMENT

Every learner will receive a YEAR PLANNER by Friday 24 January 2020 for each subject. Every parent has received a quarterly ASSESSMENT PROGRAMME indicating the assessment demands per subject. Please ensure that you familiarise yourself with these documents as they provide vital information for creating awareness and planning ahead.

School-Based Assessment is a compulsory component for progression and promotion in all the different school phases. The absence of a School-Based Assessment and/or a Practical Assessment Task mark in any subject without a valid reason will result in the candidate, registered for that particular subject, receiving an incomplete result. Parents need to stay informed of CASS activities and due dates. Learners will be offered a second opportunity to hand in an incomplete CASS activity where a valid reason exists. Parents will be informed via SMS and a letter of learners with outstanding CASS activities. Only once the reply slip has been completed by the parent will the learner gain access to a second opportunity.

Parents will be informed via SMS/letter of any remedial classes offered at Grassdale High or any other venue. Please note that these lessons are free unless arrangements are made with a specific facilitator providing a scarce skill. The school day will be extended for learners who have been progressed to Gr.12 as they need additional support. A meeting will be held with these parents to identify areas requiring intervention and support to be provided in the home environment.

In exceptional cases a learner may change one subject in Grade 12, provided this is done before 17 January of the Grade 12-year. Where a learner needs to change a subject, the relevant form needs to be completed and the parent must provide a letter providing reasons for the change. Learners may not change classes until all documentation has been approved. The educator teaching the new subject must approve the changes as a programme needs to be put in place to cover work that has been lost in grades 10 and 11. The last four years have taught us that a learner who has failed Mathematics in Gr.11 will fail it in matric. Parents who have indicated that they will provide additional support to the child are yet to disprove this theory. If your child has achieved a mark of 35% or less in Gr.11, our professional advice is CHANGE to Math Literacy in the interest of your child. Every Math learner that has made the change to Math Literacy has excelled at Gr.12 level.

Homework forms an integral part of the daily school programme and instils healthy study habits in learners. Trying to educate the young without the help and support from home is akin to trying to rake leaves in a high wind. We need support from the parent component to ensure that homework and/or studying happens on a daily basis. Hard work is the key to success in Gr. 12 and learners should put in at least two hours of studying/homework per day including weekends.

Learners will set realistic targets for achievement in every subject. Be aware of your child's targets and see what role you can play in making them realise their goals. Parents and the families of learners have a special role to play in motivating Gr.12 learners. We need to make sure that they have sufficient time, a space to study, silence and adequate lighting. Time management is vital;

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therefore your child should make a self-study timetable and you should help him/her to keep to the schedule.

Monitor notebooks regularly. Parents do not have to understand content knowledge. Simply check the dates and amount of work reflected with each date. Communication is the key to ensuring that we stay on top of developments and prevent mischievous behaviour. Contact the class teacher and make an appointment if necessary. Where no progress is made, contact the Grade Head.

Textbooks have been issued to every learner. Parents need to accept responsibility for this valuable resource. Where a book is lost or damaged, the parent needs to pay the cost of replacing the book. Please ensure that textbooks are covered and brought to school daily.

Academic review meetings will take place on the first Thursday of each new quarter. These meetings are compulsory and learners must be represented at these meetings. The top ten learners will be celebrated as well as learners achieving a Bachelor Pass (Grassdale Pass). Certificates will be awarded in June and September as these represent full scale examinations for Gr.12 learners.

The JOHNSON award was presented to our top three learners, the most improved learner, top Mathematics, top Physics, top Accounting, top English HL and top Afrikaans HT learners of 2019 for further studies. This award was presented at the Valedictory ceremony and created much excitement. We hope to secure this valuable contribution from the Johnson family on a year on year basis. It was glaringly obvious that our learners do not know the National Anthem as was evidenced at last year's Valedictory. We will remedy this situation by practicing regularly during the course of this year.

DISCIPLINE

Gr. 12 learners need to lead by example at ALL times. We are very happy with the attire of the majority of our learners. Areas requiring improvement include:

- Young men need to wear the school tie and wear it appropriately.
- Jewellery has become a challenge.
- Ladies need to wear the school dress four fingers above the knee.
- Cell phones are NOT allowed. The cost for retrieving a confiscated phone is R100. We will NOT enter into any discussion around this and parents who prove to be difficult or rude in this regard will be removed from the premises.
- Gr. 12 learners should NEVER roam the corridors. Your place is in the classroom. Get to your classes ASAP.

Make sure that your child is appropriately attired before leaving the house.

A reminder that learners caught smoking will have a compulsory THREE day suspension. Learners selling cigarettes will be recommended for expulsion. The use of alcohol at any time will also be recommended for expulsion.

ATTENDANCE

School attendance is compulsory. A learner is unable to engage in the learning process when absent. It has become evident that some parents support behaviour which results in learner absenteeism such as writing the learners licence test during school time or absence due to a monthly period. Please assist by ensuring that medication is available for your child and that

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learners licence appointments are made on a Saturday. Ensure that your child arrives for school the day after a sport event, an outing or where a Public Holiday occurs, especially on a Thursday.

Parents will receive an SMS to indicate that their child is late for school or that they are absent. Where a learner has been absent for 5 days, that learner and their parents will be made aware and on the sixth day of absenteeism referred to the District Office to explain the reason for the absence. The learner is not allowed back at school until this meeting has taken place and a letter is provided by the officials at the District Office instructing that the learner may return. Kindly note that a learner with continued absence or who has been absent for ten consecutive days will be deregistered.

MATRIC BALL

Our experience is that the aforementioned is willingly invested in, but school fees which are a priority are neglected. AGAIN, parents need to honour their commitment to the school and pay their school fees. The matric ball planning will commence once the initial registration fee has been paid. Where application has been made for partial exemption of school fees, a minimum amount of R800 needs to be paid.

ACADEMIC CLASS ALLOCATION

This is always your first port of call for any discussion relating to your child. Make an appointment when you want to see the class teacher. The following educators form part of the dynamic Gr.12 team:

EDUCATOR	CLASS
Mrs G Ganess	12E1
Mr K Scheepers	12E2
Mr J Van Harte	12E3
Mrs S Ellie	12A1

We look forward to developing a harmonious relationship with parents to the benefit of our school and learners.

Scientia Illuminat

Ms G. Ganess

(Grade Coordinator)

ADDENDUM 1 (TARGET SETTING)**ACADEMIC GOALS**

SUBJECT	MARCH		JUNE		SEPTEMBER		NOVEMBER	
	GOAL	ACHIEVED	GOAL	ACHIEVED	GOAL	ACHIEVED	GOAL	ACHIEVED
	%	%	%	%	%	%	%	%
AFRIKAANS (HT) AFRIKAANS (EAT)								
ENGLISH (HL) ENGLISH (FAL)								
MATHEMATICS MATHEMATICAL LITERACY								
LIFE ORIENTATION LEWENSORIENTER								
ACCOUNTING REKENINGKUNDE								
LIFE SCIENCE LEWENSWETENSKAPPE								
HISTORY GESKIEDENIS								
GEOGRAPHY AARDYKSKUNDE								
PHYSICAL SCIENCE NATUUR EN SKEIKUNDE								
BUSINESS STUDIES								
HOSPITALITY STUDIES								

MY 'PLAN OF ACTION' (POA) TO ACHIEVE MY GOALS

In order to achieve these goals, I need to:

- **Become goal driven**
- **Willingly accept help and advice from others**
- **Adopt a positive work ethic**
- **Do my best at all times**

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ADDENDUM 2 (MY PERSONAL STUDY TIME TABLE)

MY ROAD TO SUCCESS

Grade 12 learners will be writing TWO subjects on a day from 2020. Studying a day before the examination is **NOT** part of the Gr.12 culture and will lead to catastrophic results. Ensure that your child applies their mind on a daily basis including weekends with at least **TWO HOURS** of study.

STUDY TIMETABLE							
							YEAR: 2020
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

EDUCATION IS OUR PASPORT TO THE FUTURE, FOR TOMORROW BELONGS TO THE PEOPLE WHO PREPARE FOR IT TODAY – MALCOLM X

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MATRIC INTERVENTION CLASSES**YEAR: 2020**

Intervention classes is a planned activity and is part of the GRADE IMPROVEMENT PLAN. It is important that our learners develop a good work ethic through constant exposure to the academia so that it becomes part of the way they do things (a culture of learning). These classes will start on **21 JANUARY** and a register will be taken.

27 JAN ENGLISH HL AFRIKAANS HT	28 JAN CAT GEOGRAPHY	29 JAN MATHEMATICS MATHEMATICAL LITERACY	30 JAN LIFE SCIENCES ACCOUNTING
03 FEB ENGLISH FAL AFRIKAANS HT	04 FEB PHYSICS BUSINESS STUDIES	05 FEB HISTORY	06 FEB HOSPITALITY
10 FEB ENGLISH HL AFRIKAANS HT	11 FEB CAT GEOGRAPHY	12 FEB MATHEMATICS MATHEMATICAL LITERACY	13 FEB ACCOUNTING LIFE SCIENCES
17 FEB ENGLISH FAL AFRIKAANS HT	18 FEB PHYSICS BUSINESS STUDIES	19 FEB HISTORY	20 FEB HOSPITALITY
24 FEB ENGLISH HL AFRIKAANS HT	25 FEB CAT GEOGRAPHY	26 FEB MATHEMATICS MATHEMATICAL LITERACY	27 FEB LIFE SCIENCES ACCOUNTING

ADDENDUM 5 (ASSESSMENT PLAN)

JANUARY 2020

FEBRUARY 2020

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MARCH 2020

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