



## Revival City College Rules

### Hebrews 13: 17

Obey those who rule over you and be submissive, for they watch out for your soul, as those who must give account.

Let them do so with joy and not with grief. For that would be unprofitable for you. Obey your leaders and submit to their authority.

### Proverbs 23:13

Do not withhold discipline from a child

The College rules are intended to establish a disciplined and purposeful environment to facilitate effective teaching and learning within a Christian atmosphere. Nothing shall exempt a learner from complying with the College rules. Ignorance of these rules is, therefore, not an acceptable excuse.

#### A. General Principles

- Learners are expected at all times to behave in a courteous and considerate manner towards each other, RCC leaders, all members of staff and visitors to the College.
- Learners are expected to abide by the College rules with regard to appearance and behaviour when representing the Revival City College both during College hours and after College hours, at the College and away from the College. Learners may not say or do anything that will discredit themselves of Revival City College.
- No learner has the right at any time to behave in a manner that will disrupt the learning activity of other learners, or will cause another learner physical or emotional harm. Should this not be adhered to, such learner will be removed from the group.
- The College will contact parents/guardians when a learner's behaviour becomes a cause of concern and will endeavour, in a spirit of constructive partnership, to resolve the problem.
- Cell phones are not allowed at the College and therefore no incidents inside or outside the College maybe recorded.

#### B. School and Class Attendance

- Parents/guardians, learners, educators and Governing Body (GB) members are jointly responsible for ensuring that all learners attend class regularly.
- All doctor's or dentist appointments need to be made for after College hours.
- Holiday arrangements should not conflict with College terms.
- Parents may not give their children permission to be away from the College unless they are ill or there is a serious family matter which needs to be dealt with.
- If a learner does not attend the College regularly, the relevant register educator will report the absence of the learner to the parent and the Principal. The register educator must keep an accurate register of learner attendance and must keep copies of all communication to parents when absence from the classroom is reported.
- All learners are to arrive at the College before the official starting time, which is 07h40, as line-up starts at 07h40. Learners who are late for the College will be marked absent as

registers are completed at the beginning of each College day. Five offences of late-coming will result in the learner being sent to a 1hr detention on a Friday afternoon.

- Absence from a class, without the permission of the relevant register or subject educator, is prohibited.
- Any absence from the College must be covered by an absentee note from the parent/guardian. Should a learner be absent from the College for a period of three (3) days or longer, this leave of absence must be supported by a letter from a registered medical practitioner.
- Any absence from a formal examination, test or task must be supported by a letter from a registered medical practitioner.
- No learner may leave the College during College hours without a letter from a parent/guardian, requesting the release of their child and the permission of the Principal/Deputy Principal. These learners may only leave the College premises with their parent/s or person nominated by them in writing, once they have signed the child out on the register provided.
- Truancy from the College is prohibited and will be reported to the necessary officials.
- All learners will attend Assembly and Praise and Worship for the full duration thereof.

### C. College Uniform and General Appearance

Learners are expected to wear the official Revival City College uniform and appear neat and tidy at all times.

#### • **Boys:**

##### **Summer:**

Grade R – Grey shorts; yellow short sleeved open neck shirt with badge on the pocket; grey long College socks with yellow stripes; black takkies (no white/coloured soles or markings on the takkies); grey College short/long sleeved jersey with yellow trim; grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker. Learners must wear a grey cap with the College badge during break and extra murals.

Grades 1 – 8 - Yellow short sleeved shirt with the College badge on the pocket; grey shorts/long pants, grey long socks with yellow stripes; black lace-up school shoes; grey College short/long sleeved jersey with yellow trim; grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker.

Grades 4 - 8 - College blazer with badge on pocket. Learners may wear a grey cap with the College badge during break times and extra murals.

##### **Winter:**

Grade R- Yellow long sleeved shirt with College tie – grey with yellow stripes; grey long pants; grey jersey with yellow trim; grey long College socks with yellow stripes; black takkies (no white/coloured soles or markings on the takkies); grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker. Learners must wear a grey cap with the College badge during break times and extra murals.

Grades 1 – 8 - Long grey pants (not stove pipes, length of pants may not be too short, grey pants to be worn above the hips, may not be frayed at the hem); (black belt may be worn if need be); yellow long sleeved shirt; College tie – grey with yellow stripes; long grey College socks with yellow stripes; black leather lace-up school shoes; grey College jersey with yellow trim; grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker. Grades 4-8 - College blazer with badge on pocket. Learners may wear a grey cap with the College badge during break times and extra murals.

- **Girls:**

**Summer:**

Grade R – Grey skirt; yellow short sleeved open necked shirt with College badge on the pocket; grey long socks with yellow stripes; black takkies (no white/coloured soles or markings on the takkies), black cycling shorts may be worn under a girl's skirt, but they may not be longer than the skirt, grey College short/long sleeved jersey with yellow trim; grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker. Learners must wear a grey cap with the College badge during break and extra murals.

Grades 1-8 - Yellow short sleeved shirt with College badge on the pocket; grey skirt (length of skirt may not be shorter than four fingers above the knee, black cycling shorts may be worn under a girl's skirt but may not be longer than the skirt); grey long pants (not stove pipes, length of pants may not be too short, grey pants to be worn above the hips, may not be frayed at the hem); black leather school shoes; long grey College socks with yellow trim; grey College short/long sleeved jersey with yellow trim; College blazer/grey tracksuit top/College grey hooded jacket with badge on pocket or plain black windbreaker.

Grades 4-8 - College blazer with badge on pocket. Learners must wear a grey cap with the College badge during break times and extra murals.

**Winter:**

Grade R - Yellow long sleeved shirt and grey College tie with yellow stripes; grey skirt/long grey pants, long grey College socks with yellow stripes/dark grey woollen stockings (no leggings may be worn); black takkies (no white/coloured soles or markings on the takkies); grey tracksuit top or plain black windbreaker. Learners must wear a grey cap with the College badge during break times and extra murals.

Grades 1–8 - Yellow long sleeved shirt; College tie – grey with yellow trim; grey skirt/grey long pants, grey long socks with yellow trim/dark grey woollen stockings (no leggings are allowed); black leather school shoes, grey College jersey with yellow trim; College blazer/grey tracksuit top or plain black windbreaker.

Grades 4-8 - College blazer with badge on pocket. Learners must wear a grey cap with the College badge during break times and extra murals.

- **General Appearance**

**Boys' hair:**

Boy's hair needs to be clean, neat and tidy. No Mohawks, comb overs, dreadlocks or man buns. Hair should be clean, cut off at the ears and collar. Fringe short and above the eyebrows. No hair gel. No mousse. No highlights or colour in hair.

**Girls' hair:**

Neat and tidy; tied up if touching the collar; hair accessories only in black, grey or yellow; no exotic hairstyles; no gel, colour or highlights.

- **Jewellery**

Learners will not be permitted to wear any fashion jewellery in the form of earrings, hoops or ear cuffs, no piercings, no nose rings or tongue rings; no necklaces, pendants, bangles, rings, trinkets, charms, talismans, or any other jewellery or religious jewellery (see page 3 of College rules document.) They may wear a plain black or grey wrist watch - no brightly coloured wrist watches.

Medic-Alert is the only other form of "jewellery" allowed.

- The following is prohibited – Boys and Girls:  
The wearing of any make-up including foundation. No nail polish (gel, acrylic or silk nails) allowed.  
Boys must be clean-shaven.  
No wearing of fashion shoes in place of the standard College footwear.  
The rolling up of College skirt waist bands is not permitted nor is the rolling up of shirt sleeves. Chewing gum will not be permitted in any instances.
- During events that allow the **wearing of casual wear**, learners should wear neat, presentable clothes. Beachwear, tight-fitting clothes, shorts that are shorter than just above the knee, or clothes that are see-through and/or too revealing are not allowed. Hair, shoes and accessories should be neat at all times. Girls wearing leggings, are to wear a long top to cover their bottom.
- No **substance** which is legally banned or which is mind altering, is permitted onto the College premises or is allowed to be in the possession of one of our learners.
- **Medication**  
Learners who need to take medicine during the College day need to leave such medication stating clear dosages and times with the office. No medication will be administered without a letter giving the College permission to administer the provided medication. No learner may have any medication on his/her person during the College day.
- **Cell Phones**  
We do not encourage children to bring cell phones to school, should they do so and these are lost or stolen, we cannot take responsibility for this. Should you need to convey a message to your child, please do so through the College secretary.
- **Appointments**  
Appointments with the register teacher should be made through the College secretary. Please refrain from accosting staff to discuss important issues when you drop off your child in the mornings as staff often need to be on duty in the mornings and this would be their priority. As the Principal is also teaching, it is important that you make an appointment through the secretary to see any of the staff or the Principal. Only in a crisis situation, will measures be put into place to assist you with an appointment immediately.

#### D. **DRESS REQUIREMENTS FOR SPORTING ACTIVITIES AND PHYSICAL EDUCATION**

##### **Learners taking part in Sport**

Learners selected to participate in any sports activity for Revival City College, as a representative of the College or on behalf of their houses, must be dressed in the manner prescribed under sports clothes which will have to be determined before, during and after participation in any such activity.

- **Physical Education/Extra Mural uniform:** (worn on extra-murals day only)  
**Summer**

Black shorts/College tracksuit pants, yellow golf shirt with a badge, long grey socks with the yellow stripes and black takkies (no white/coloured soles or markings on the takkie.)



## Winter

College tracksuit/quantec College tracksuit, yellow golf shirt with a badge, long grey socks with the yellow stripes and black takkies (no white /coloured soles or markings on the takkies.) On really cold days learners may wear a plain black long sleeve shirt under their golf shirt.

As the extra- curricular activities develop and grow, parents will be informed by the Principal and Sports Code Coordinator as to what the correct dress code for that activity will be. Learners who do not adhere to this dress code will not be permitted to represent Revival City College

- **Learner Spectators / Supporters of Sports and Other Extra-Mural Activities of the College or their House**

All learners/supporters must conduct themselves in an orderly manner with respect for persons and property at all organised College events.

Learners attending any Revival City College activity shall obey all reasonable instructions and directives given to them before, during and after the activity by the Director, Principal, any teacher, parent, and/or any person appointed by the Principal to assist with any of the duties to or from the activity.

- **Valuables and Personal Belongings**

Revival City College will not be held responsible for theft of or damage to personal belongings on the College premises (e.g. cell phones, bags, books, tracker watches, money, clothing, etc.)

- Learners should avoid bringing cell phones, large sums of money and valuables to the College. Cell phones may not be switched on during a normal College day, or this will result in the phone being removed from the child for a period of time. Any item removed from a child will not be returned to the child at the end of the removal period, it will only be handed back to the parent.
- If a parent requests a learner to pay College fees on his/her behalf, such College fees should be paid before the start of the College day. These College fees need to be placed in a clearly marked envelope and needs to be handed to the secretary first thing in the morning.
- Learners may not bring computer games, iPods or similar electronic devices to the College. If used during the College day, these will be confiscated, recorded on a register in the office and returned at the end of the month/ term. Items will only be handed back to the parent.

## E. **General Rules**

- Loitering and/or playing in and around the corridors, stairwells, church building and toilets is forbidden.
- All litter must be placed in refuse bins or wastepaper baskets.
- Wilful damaging, vandalising or neglect of the church and / or college property and the property of others, either by writing or by a physical act is prohibited; this could lead to serious consequences, such as a disciplinary hearing. Theft of college and private property is also prohibited.
- Any act of cheating in class work, homework, informal and formal tests or internal or external examination is prohibited; this could lead to serious consequences, such as a disciplinary hearing. Furthermore, copying of and/or borrowing another learner's work is forbidden.
- Disruptive, unruly, rude and/or offensive behaviour will not be tolerated.
- The timeous handing in of work is the responsibility of each learner.

- Learners who fail to produce a medical certificate on absenteeism during formal examinations/tests/assessment tasks will obtain a mark of “0” (nought) for the particular examination/test/assessment task.
- Learners will respect the beliefs, culture, dignity and rights of other learners, as well as their right to privacy and confidentiality.
- Language that is seen as derogative, discriminatory or racist is prohibited.
- Any act that belittles, demeans or humiliates another learner’s culture, race or religion is prohibited.
- All learners have the right to an education free of interference, intimidation, and/or physical abuse. The learner will respect the property and safety of other learners. Fighting or threatening of other learners is prohibited. Any such offenders will be removed from class to ensure the safety of other learners, disciplinary action may be instituted and suspension or expulsion may result.
- The learner will respect those learners in positions of authority. A learner who is in a position of authority will conduct him/herself in a manner befitting someone in authority. S/he will respect the rights of other learners and will not abuse such authority bestowed upon him/her through his/her position. Should this not be adhered to, demotion will be implemented for a probationary period, or permanently.
- The carrying, copying and/or reading of offensive material is prohibited.
- Learners must keep clear of areas that are indicated as out of bounds. These include:
  - The motor vehicle parking lot.
  - The jungle gym if not with an educator.
  - The playing fields, toilets and After-Care area, except while attending official College practises and matches or during a lesson while under the supervision of the educator.
  - Electrical mains distribution boxes, fire extinguishers and hoses.
  - Parking lots.
  - Close to and behind the bushes by the electric fence.

#### **F. Rules Governing Public Places**

Revival City College is a place of safety where laws pertaining to public spaces are applicable.

- No dangerous objects or illegal drugs as defined in the SA Schools Act or the Safety Regulations will be brought onto and/or used on the college property unless authorised by the Principal for educational purposes. Dangerous objects include knives, firearms, ammunition or any item that could harm a person.
- The carrying and/or smoking of cigarettes is prohibited.
- Alcohol is not permitted on the College premises or during any college activity.
- The carrying of and/or consumption of illegal chemical substances and drugs is prohibited.
- No public display of physical affection i.e. holding hands or kissing or hugging is permitted.
- No display of physical affection may take place behind closed doors i.e. bathrooms, classrooms, etc.

#### **G. School Enrichment Programme**

Involvement in activities making up the College Extra-Curricular Programme forms a valuable and integral part of the holistic education of every learner. All learners are, therefore, expected to become actively involved in the activities offered

- The learner is expected to adopt the correct etiquette pertaining to the specific activity at all times.
- Once a learner has committed him/herself to an activity, s/he will be bound to meet the rules and obligations related to that activity.
- Involvement in a particular activity will span the entire season/duration in which that activity takes place, unless such learner has been specifically excluded from such activity for disciplinary purposes.
- Attendance of all practises is compulsory. Missing a practise without a valid excuse in writing from the learner's parents may result in the learner being suspended from participation in fixtures.
- Appropriate kit/uniform will be worn to practises and matches.
- The correct match kit/uniform will be worn to Inter-School league fixtures.
- Learners travelling to and from away fixtures will travel in full College uniform, unless other arrangements have been made.
- Sports and other kit must be carried in an appropriate bag.
- In all instance an attitude of respect, good sportsmanship and teamwork will be displayed. No disrespect of an umpire or coach will be tolerated, during a practise or a match, even in the case of a concern as to the fairness of a decision.
- Please ensure all kitbags and sports uniforms are clearly labelled.
- Wearing of the incorrect kit will result in the child being excluded from participating in that particular activity.
- Permission slips and indemnity forms need to be signed and completed by parents, giving the correct details. Should this not be adhered to, the child will not be permitted to participate in that particular activity.

#### H. Conduct

- Learners are expected to greet members of staff, adults and visitors to the College.
- Learners are to clear the way should adults be walking along the corridors.
- Good manners are to be displayed in all instances.
- Seated learners should stand when approached by an adult on the sports field or outside of the classroom. In class, learners will not stand when an adult approaches, they will fold their arms, stop working, sit up straight and greet the adult on the educator's instruction.
- In all instances an attitude of respect, tolerance and acceptance is to be displayed to all people.

These college rules are an integral part of the Learner Code of Conduct. Please refer to the Revival City College Code of Conduct for more information.

*Acknowledgement of receipt and acceptance of  
and adherence to these rules and codes of conduct  
will be signed and placed in your child's Profile*

#### **Signed by:**

Spiritual Director: \_\_\_\_\_ Date: \_\_\_\_\_

Operational Director: \_\_\_\_\_ Date: \_\_\_\_\_

The Principal: \_\_\_\_\_ Date: \_\_\_\_\_

