

LAMBTON CHRISTIAN SCHOOL JEPPE



INFORMATION BROCHURE

&

ENROLMENT CONTRACT

2019

259 Park Street, Jeppe. 2001
PO Box 4056, Germiston South, 1411

Tel: 011 614 0065

jeppe@lambtonschool.co.za
www.lambtonschool.co.za

Ensuring a happy, loving and caring learning environment

MISSION STATEMENT

To provide relevant individualised quality curriculum materials from Pre-School to Grade 12 levels, enabling schools to provide academic excellence and produce Godly character in students.

VISION

To properly care for, train up and equip children so that they will grow to maturity and become spiritually alive and active, be able to help, serve and minister to others and be successful leaders in their community and their field of expertise.

KEY VERSE

Train up a child in the way they shall go, and when they are older they shall not depart from it.
- Proverbs 22:6

NON-PROFIT

Lambton Christian School is registered as a Public Benefit Organisation (Non-Profit) registration number PBO 93000/3244

SUPPORTING DOCUMENTS

Please ensure that the following documents accompany your application:

- Copy of birth certificate
- Copy of latest school report if transferring from another school
- Transfer Card from previous school (where applicable)
- Confidential Testimonial from previous school (where applicable)
- Copies of I.D.'s of Father/Guardian, Mother and student
- R1000 Once-Off Enrolment Fee (Grade 0 – Grade 12)
- Copy of Immunization certificate

Please Note: Application forms not completed in full will not be considered

Banking Details

Lambton Christian School
FNB Bank, Lambton
Account Number – 6262 121 2414
Branch Code - 251542

STATEMENT OF FAITH

We believe in:

1. The inspiration of the Bible, equally in all parts and without error in its origin;
2. That One God, eternally existent Father, Son and Holy Spirit, created man by a direct immediate act;
3. The pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to heaven and the second coming of the Lord Jesus Christ;
4. The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone; and the resurrection for all to life or damnation.
5. The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world and witnessing to His saving grace through the ministry of the Holy Spirit;
6. The baptism by immersion in water and the baptism in the Holy Spirit with the evidence of speaking in tongues.
7. The outward working of the Fruit of the Spirit and the developing of such fruit in the student's life in preparation for Christian service and,
8. The exercising of the gifts of the Holy Spirit as mentioned in 1Cor 12 and 14
9. That there needs to be a demonstration of the resurrection power of Jesus Christ with sign, wonders and miracles following the believers;
10. The spiritual oversight of the Apostolic and Prophetic office in the Church as ordained by Jesus Christ.

TERMS AND CONDITIONS

STANDARD CODE OF CONDUCT

Students are expected to act in an orderly and respectful manner, maintaining Christian standards of courtesy, cheerfulness, kindness, thankfulness, proper language, morality and honesty. The school strives to maintain unquestionable character of dress, conduct and attitude.

The following is not allowed and will not be tolerated and could lead to a form of discipline, suspension or expulsion for the child.

- Any form of cheating in Test's or Exams of any sort
- Disrespecting an Educator or any staff member
- Swearing and foul language
- Stealing
- Fighting and bullying
- Breaking school, staff or other children's property intentionally
- Intentionally not submitting to the school's authority
- Any pornographic watching on cell phones, magazines, DVD's
- Occult/satanic practices of any sort (at home, school or out of school)
- Any other practice that is contrary to the Word of God
- Substance abuse (alcohol and Drugs)

PARENTAL INVOLVEMENT

Lambton Christian School exists to provide a quality Education based on the Biblical premises that parents have primary responsibility for educating and training their children.

To facilitate parental involvement in the child's academic and spiritual growth, parents will be required to participate in parent training sessions and in a variety of classroom activities. The school will provide seminars and other functions. These will provide equipping opportunities and also promote good understanding between parents/guardians and the staff of the school. Every parent is required to participate in these informative and helpful programs.

CHRISTIAN LEADERSHIP TRAINING

Assembly will be held on Wednesdays. We will have Praise and Worship and sharing of the Word from the Principal, Pastor's or other visiting ministers. Devotionals are held every day with an opening exercise daily.

SCHOOL HOURS

Grade 0 - 7 Monday to Friday 07:45 to 14:00

Students can be dropped off from 7:15am when a school staff member will be present. Neither the school staff nor its management can be held liable for the students dropped off earlier in the morning.

Please ensure the students are collected by 3pm. If not they will automatically be sent to After Care at a rate of R50 per day, per student. Neither the school staff nor its management can be held liable for the students after school.

If an absence is foreseeable, a note should be sent in advance and an appointment made with the Principal to confirm the arrangements. All students must attend school for the prescribed number of school days unless a child is ill. A note must be written to the school if the child is ill, and after two days' absence a Doctor's note is required.

If a child is absent from school for more than 13 days per term without a doctor's letter, other than special leave from the school as arranged with the Principal, the child may be asked to leave the school.

FIELD TRIPS

Educational excursions are arranged whenever possible to reinforce and motivate learning. The cost of these excursions is not included in the school fees. Parents will be notified of all field trips in advance.

PROGRESS REPORTS

At the end of every term, parents will receive a report reflecting the student's academic progress and character development. The report will be sent home which needs to be signed and returned to the school within a week of receiving. Meetings between parents and appropriate staff will be scheduled during the year to discuss individual progress.

Report cards will not be given to any students with an outstanding amount on their account. Academic records will not be forwarded to any new school unless school accounts have been paid in full.

MERITS

Students should be encouraged to develop Christ like behaviour and attitudes. For these purposes merits will be awarded in the form of certificates or other appropriate ways.

DETENTION

Any violations of school rules may mean the student will have to do detention.

CELL PHONES

Cell phones are not allowed to be in the child's possession during school day, should a cell phone be found on the child in the day it will be confiscated and only returned at the end of the term.

PHYSICAL EDUCATION

All children are required to participate in the required physical education course. A doctor or parent note must accompany non-participants and be presented to the teacher concerned. Students are required to wear their PE uniforms.

HOMEWORK DIARIES

Homework diaries and effective staff/parent communications and are the backbone of the curriculum. It shows the students' progress, homework required and work speed. You undertake to sign the diary daily and make sure homework is completed. Incomplete homework will require your explanation.

CURRICULUM

We implement the Impaq CAPS Curriculum for all our classes from Grade 0 to Grade 12 which satisfies the basic core curriculum set out for South Africa. We also do the following for academic advancement:

- Group Enrichment
- Individual Attention
- Bible Reading
- Pastoral and Scriptural Memory

All students are required to be equipped with the life skills satisfying OBE curriculum and this is in the form of field trips, student conventions, projects and computer skills.

UNIFORMS

Uniforms for Girls and Boys from Pre School - 7 are available from **Ebsons** situated at 100 Victoria Street in Germiston (011 873-3288). When you go, simply request the Lambton Christian School uniform. More info on our website www.lambtonschool.co.za

MEDICINES

Students are not to have in their possession medicine of any sort without a written note of permission from the family doctor, countersigned by the pupil's parent(s).

Such medicines are to be brought to the school office immediately upon arrival at school and will be dispensed to the pupil from there. The note should include clear instructions regarding the dispensing of such medicines.

SCHOOL DRESS

Boys:

- Hair is to be cut short back and sides and combed away from the eyebrows. No ultra-modern cuts, highlights or undercuts will be allowed. No gel in the hair. No bald cuts. Minimum hair clipper size to cut the hair is a number 3.
- Earrings / stud rings of any sort on any part of the body is not allowed during school.
- Body piercing of any sort is not allowed.
- Tattooing, permanent and non-permanent is not allowed.
- Chains or other jewellery except for a watch will be allowed.
- No cultural jewellery permitted

Girls:

- Hair longer than shoulder length must be tied up with accessories appropriate to the school uniform. Hair must be kept away from the eyebrows. No outrageous hairstyles are allowed. No dyes or high-lights are allowed.
- No coloured nail polish.
- Makeup is not permitted
- Earrings / stud rings of any sort on any part of the body (except one stud per lobe) is not allowed during school.
- Plain gold or silver studs (no stars or heart or other shapes) small sleepers for pierced ears – (only one earring per lobe).
- No other jewellery is allowed.
- Watches are allowed
- Tattooing, permanent or temporary is not allowed.
- No cultural jewellery permitted

HYGIENE

Personal hygiene is a matter of importance and parents are requested to ensure that the following items of personal hygiene are attended to:

- Bath daily
- Teeth brushed twice a day
- Clean school uniform to be worn daily
- Deodorant to be worn especially in summer
- Nails are kept short and clean
- School shoes are polished

DRUG POLICY

DEFINITIONS AND DESCRIPTIONS

Illegal drug - any unlawful substance that has a psychological or physiological effect (including alcohol); or any substance having such effect that is possessed unlawfully. Deal in - in relation to a drug, includes performing any act in connection with the transshipment, importation, cultivation, collection, manufacture, supply, prescription, administration, sale, transmission or exportation of the drug.

OUR POLICY

The issue of respecting the rights of our learners at Lambton Christian School and the implementation of this policy is of paramount importance to the School and is one of the cornerstones of this policy. It is a principle of the policy that the School will work as closely as possible with the parents and other stakeholders of learners in implementing the policy.

The increase in the use and distribution of drugs throughout South Africa, and particularly among the country's youth, is a cause for concern for, schools, parents and stakeholders. The availability of a variety of drugs is widespread and affordable. The media continue to reflect the seriousness of the situation with regard to addiction and substance abuse.

As part of a greater community Lambton Christian School confronts issues head on and deals with them in a structured and considered manner, in partnership with the parents of the School to ensure the best for their children. Substance abuse is detrimental to one's physical, social, emotional, mental and spiritual health and often has a detrimental effect on those close to the user. The concept of a healthy lifestyle will, at all times, be propagated and encouraged by the School.

THE PURPOSE OF THIS POLICY

To protect and assist any individual learner by outlining the approach taken by Lambton Christian School which includes:

Expulsion; Disciplinary process and/or Rehabilitation and counselling.

APPLICATION OF THE POLICY

The policy applies to:

- The possession, and/or use and/or distribution of any illegal drug by a learner whilst on Lambton Christian School property, in school uniform or while involved in any school activity which includes any official educational, sporting, cultural, recreational or social activity of the School within or outside the School premises.
- The use, possession and/or dealing of any illegal drug is strictly forbidden.

If the behaviour of a learner, or any other circumstances indicate that he/she may be using, possessing or dealing in an illegal drug, the matter will be dealt with in accordance with the process outlined in this policy.

In the event of the above offences being committed in the environment described, the School will have the right to expel the learner immediately and to report the matter to the SAPS.

TESTING FOR ILLEGAL DRUGS

In accordance with section 8A of the South African Schools Act of 1996 the Executive Head of Lambton Christian School or his/her delegate may administer a urine or other non-invasive test to any learner or group of learners that is on fair and reasonable grounds suspected of using illegal drugs. To the extent possible the consent of the parent and the consent of the learner will be obtained. However, the School reserves the right, as contemplated in section 8A of the Schools Act, to test for illegal drugs without such consent.

The School will be in control of the testing programme. The costs will accrue to the parents.

Details of when such tests occur will be kept strictly confidential and only disclosed to those persons who are required to know such details, to ensure that learners cannot determine or anticipate when testing will take place or who will be selected for a test.

SEARCH POLICY

DEFINITIONS AND DESCRIPTIONS

Dangerous object - any explosive material or device; any firearm or gas weapon; any article, object or instrument that may be employed to cause bodily harm to a person or damage to property, or to render a person temporarily paralysed or unconscious;

Illegal activity - the wilful possession of an illegal drug, dangerous object or stolen item or any other activity that is prohibited by law.

PROHIBITION

No person may:

- allow any dangerous object to be brought onto school premises or to a school activity
- carry any dangerous object in school premises or at premises at which a school activity is carried out
- store any dangerous objects in school premises or premises at which a school activity is carried out
- possess illegal drugs
- possess any stolen item on school premises or at a school activity
- engage in an illegal activity

SEARCH AND SEIZURE

The Principal at random and without a warrant, may search any learner or group of learners, or the property of a learner or group of learners, for any dangerous object, stolen item or illegal drug if there is a reasonable suspicion that:

- a prohibited good may be found on school premises or during a school activity
- one or more learners on school premises or engaged in a school activity are in possession of a prohibited good

The Principal may without a warrant seize any prohibited good found on school premises or during a school activity, or found on any person who is on school premises or engaged in a school activity.

A learner's person and/or personal effects (for example book bag, blazer, sports bag etc.) may be searched whenever the Principal has a reasonable suspicion to believe that the learner is in possession of a prohibited good or when random searches are executed under direction of the School.

All searches will be conducted in a manner that is reasonable and proportional to the suspected illegal activity. Where a search entails a body search of a learner, such search may only be conducted by a person of the same gender delegated by the Principal. A body search includes a visual search and a "pat down" body search. Anybody search will be conducted in a private area and not in view of another learner.

Any seizure of a prohibited good will be recorded in a School record book and the prohibited good will be handed over to the South African Police Service, save that where a stolen item is recovered and no criminal charge against the learner in whose possession the stolen good was found is contemplated, the stolen item may be returned to its owner.

A learner may be expelled or subjected to disciplinary proceedings if a prohibited good is found in his or her possession.

BULLYING POLICY

DEFINITIONS AND DESCRIPTIONS

Bullying is aggressive behaviour arising from a deliberate intent to cause physical or psychological distress to others. It is intentional and harmful in its purpose and is a wilful act of abuse.

Forms of Bullying

Bullying includes but is not necessarily limited to actions or activities such as:

Social banter, Hurtful teasing, Aggressive body language, Pushing and shoving, Malicious gossip, Racist comments, Exclusion, Extortion, Telephone and or cell phone and internet abuse, Damage to the personal or allocated property of an individual (e.g. his/her school desk or locker), Physical violence and Cyberbullying.

Harassment

This involves frequently sending a cruel or threatening message to a person's e-mail account or cell phone.

Denigration

This involves sending or posting malicious gossip or rumours about a person to damage his/her reputation or friendships. It also includes posting or sending digitally altered photographs of someone to others, particularly pictures that portray the victim in a sexualised or harmful way.

Impersonation or identity theft

This occurs when someone breaks into someone else's e-mail or social networking account and poses as the person sending messages or other information or pictures online in a bid to damage the victim's reputation and friendships or to get the victim into trouble or danger.

Outing

This involves sharing someone's secrets or embarrassing information or images online with people whom the information was never intended to be shared. It is wilful and intentional harm of the other person.

Cyber stalking

This involves threats of harm or intimidation through repeated online harassment and threats. This is through any application, website or online platforms.

Slapping and recording it for social media

Involves incidents where people walk up to someone and slap them, while another captures the violence using a cell phone camera for the purpose of distributing it on an online platform or messaging service.

The School's Stand on Bullying

- Lambton Christian School has a reputation for being a Christian school, which demonstrates Christian values and morals. Within this context, it is accepted that there will be a certain amount of physical interaction, a jockeying for position, a creation of a 'pecking order' and even some normal banter which will be seen as 'fun' by the perpetrators. Great care needs to be exercised to ensure that this physicality, jockeying and play do not overstep the bounds of acceptability and degenerate into bullying.
- Against this framework, the school is committed to taking all reasonable steps necessary for minimising all forms of harassment.
- It needs all in the school community to work together to ensure that everyone feels safe and 'at home' in the school.
- Teachers and senior pupils have to work actively at being role models.
- The school regards bullying as a serious offence in terms of its Code of Conduct and will respond to all proven incidents of bullying on the basis of 'zero tolerance'.

Specific Actions to Underpin the School's Stand on Bullying

- The school has a disciplinary committee which will react immediately when bullying is reported.
- Not only will the school support victims of bullying, but will also provide counselling and intervention to the perpetrator.

Failure to abide by this Policy, as with other Policies at Lambton Christian School, will result in disciplinary action being taken in accordance with the school's rules and policies on discipline.

FEE STRUCTURE

Registration Fee

A registration of R1000.00 is payable when a student is enrolled. This is a once off fee that is charged and is not refundable.

GRADE R SCHOOL FEE STRUCTURE

R900.00 pm for 12 months – January to December	R10,800.00
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GRADE 1 -3 FEE STRUCTURE

R1000.00 pm for 12 months – January to December	R12,000.00
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GRADE 4 -7 FEE STRUCTURE

R1200.00 pm for 12 months – January to December	R14,400.00
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Other Costs (Applicable to all grades)

Homework Diaries

Homework Diary – One per year – All Grades	R60.00
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I UNDERSTAND THAT MY CHILD'S 2019 SCHOOL FEES ARE PAYABLE IN ADVANCE AS FOLLOWS:

GRADE R

	MONTHLY	INITIALS
1 st January 2019	R900.00	
1 st February 2019	R900.00	
1 st March 2019	R900.00	
1 st April 2019	R900.00	
1 st May 2019	R900.00	
1 st June 2019	R900.00	
1 st July 2019	R900.00	
1 st August 2019	R900.00	
1 st September 2019	R900.00	
1 st October 2019	R900.00	
1 st November 2019	R900.00	
1 st December 2019	R900.00	
The fees excludes the R1000.00 once off enrolment fee payable on registration		
The fees exclude the R60.00 homework diary		

GRADE 1 -3

	MONTHLY	INITIALS
1 st January 2019	R1000.00	
1 st February 2019	R1000.00	
1 st March 2019	R1000.00	
1 st April 2019	R1000.00	
1 st May 2019	R1000.00	
1 st June 2019	R1000.00	
1 st July 2019	R1000.00	
1 st August 2019	R1000.00	
1 st September 2019	R1000.00	
1 st October 2019	R1000.00	
1 st November 2019	R1000.00	
1 st December 2019	R1000.00	
The fees excludes the R1000.00 once off enrolment fee payable on registration		
The fees exclude the R60.00 homework diary		

GRADE 4-7

	MONTHLY	INITIALS
1 st January 2019	R1200.00	
1 st February 2019	R1200.00	
1 st March 2019	R1200.00	
1 st April 2019	R1200.00	
1 st May 2019	R1200.00	
1 st June 2019	R1200.00	
1 st July 2019	R1200.00	
1 st August 2019	R1200.00	
1 st September 2019	R1200.00	
1 st October 2019	R1200.00	
1 st November 2019	R1200.00	
1 st December 2019	R1200.00	
The fees excludes the R1000.00 once off enrolment fee payable on registration		
The fees exclude the R60.00 homework diary		

I UNDERSTAND THAT THE SCHOOL HAS A FINANCIAL POLICY:

Lambton Christian school has made every effort to keep school fees affordable to parents. We therefore rely on the school fees paid to us in order to deliver a good service to you and your child. When school fees are not paid in full or on time it affects our ability to render a good quality service to you and your child.

It is for this reason that we as a school have a financial policy in place. The financial policy can be viewed in our admission policy which you would have read before you completed these enrolment forms. The policy makes provisions for the suspension of a child for fees that are not paid to the school on time or in full.

Payment of fees needs to be made in full and the correct reference number (your child's allocated student number) has to be used as the reference when making any payments to the school. The school will not be held liable for not finding payments that have been made without this number reflecting as the reference for the payment. Fees are paid in advance to the school so for example: January 2019 fees will be due on the 1st of January 2019 and cannot be paid later on in the month. Fees have to be paid in advance according to your agreement with the school.

The responsibility to supply the school each month with a proof of payment is the responsibility of the paying parent or guardian. The school has the right to ask for a proof of payment in order to trace and allocate any payments that are made into the school's account.

The school has the right to suspend any child from the school due to non-payment or short payments of school fees. This includes but is not limited to any money owing to the school that is in arrears.

I, the undersigned applicant, declare that I have read and fully understand the financial policy of the school. I further declare that I understand that it is my duty to furnish the school with proof of payment on a monthly basis. I also further understand that should I not provide proof of payment to the school on time or should I not pay the school on time that my child will be suspended from the school until proof of payment / or payment has been made and submitted to the school in terms of the financial policy. I am in agreement with all the terms and conditions of Lambton Christian School and will abide by said terms and conditions as described.

Father's Signature	
Mother's Signature	
Guardian's Signature (Where Applicable)	
Date	



Lambton Christian School

259 Park Street, Jeppe, 2001
 PO Box 4056, Germiston South, 1411
 Tel: 011 614 0065 011 614 0041
 jeppe@lambtonschool.co.za
 www.lambtonschool.co.za

Personal Details of Student

Student Number	
Grade	
Surname	
First Names	
ID Number	
Date of Birth	
Name of Guardian / Primary Parent	

Contact Details of Parents

Father Names in Full	
Father Work Telephone	
Father Cel	
Mother Names in Full	
Mother Work telephone	
Mother Cel	
Email Address	
SMS Number	

Address Details

Physical Address: _____ _____ _____ Code: _____	Postal Address: _____ _____ _____ Code: _____
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Academic History

Institution	From	To	Achievement

Medical History

Name of your child's doctor	
Telephone Number	
Is your child taking permanent medication at this time?	
If yes, what is the medication?	
Is it necessary to take the medication during school hours?	
Has your child been immunised	

Please provide full details of any other medical condition of your child

PLEASE CONTINUE ON NEXT PAGE

I understand that:

- Lambton Christian School is a school based and founded on the Word of God.
- Lambton Christian School will educate my child from the Holy Bible, that my child will be required to study versus from the Bible as part of his/her curriculum and that my child will be required to maintain him/herself in a manner that is pleasing to God.
- my child will have to take part in assemblies and functions that are church based and involve praise and worship and ministry from the Bible.
- my child will be suspended if school fees are in arrears.
- One month's calendar written notice is required should a student leave the school. (Notice must be emailed to: jeppe@lambtonschool.co.za)
- I also understand that any and all of my child's stationery items / uniform needs to be marked with his or her name on it at the time my child attends the school and that I cannot hold the school liable for any loss or damage to my child's items while he or she is a student at the school.

I, the undersigned applicant, declare that the information supplied is true and accurate and bind myself to pay in full all fees due. My signature witnesses that I am in agreement with all the terms and conditions of Lambton Christian School and will abide by said terms and conditions as described.

Father's Signature	
Mother's Signature	
Guardian's Signature (Where Applicable)	
Date	

INDEMNITY FORM

I, _____ (full name)

The parent/guardian of: _____

Fully understand and accept that any accidents of any sort that may occur at Lambton Christian School, on the playground, on a school outing, a school excursion shall be undertaken at my son/daughters own risk, and I undertake on myself, my executors, my wife/husband and my child/children aforementioned, to indemnify, hold harmless and absolve Lambton Christian School, the school staff and the school board members, Joy Ministries and Team Bible School and their board members against and from any or all claims, whatsoever, that may arise in connection with any loss or damage to the property of or injury to the person of my child/children aforementioned in the course of any such activity, tour, excursion.

I hereby give my consent for my son/son's/daughter/daughters to take part in the extra-mural activities of the School, including games, athletics, field trips, educational tours, School and Christian camps and country tour of historical interest.

I further authorise the staff or leaders of such group activities to take my child/children to a doctor or hospital for treatment in case of an emergency.

I acknowledge the above information and accept the relevant conditions and information.

Father's Signature	
Mother's Signature	
Guardian's Signature (Where Applicable)	
Date	