WORCESTER GIMNASIUM
WORCESTER GYMNASIUM

Hierdie inligtingstuk is slegs vir u kennisname en word nie saam met die aansoekvorm ingehandig nie.
This booklet is only for your information and must not be handed in with the application form.

WORCESTER GIMNASIUM MISSIE

Om met 'n strewe na uitnemendheid op alle terreine, as 'n waardegedrewe opvoedingsinrigting met Afrikaans en Engels as onderrigtale, ons leerders op te voed tot gedissiplineerd-verantwoordelike, selfstandige, eties-ingeligte en krities-denkende landsburgers, wat hul regmatige plek binne 'n multikulturele samelewing met vertroue kan inneem.

DOELWITTE

Om in die missie te slaag, streef die skool die volgende doelwitte na:

1. die bied van akademiese onderrig en opvoeding van die hoogste gehalte;
2. die totale opvoeding van die kind deur 'n gesonde balans te handhaaf tussen die akademiese, kulturele en sportprogramme;
3. 'n opvoedkundig-verantwoordbare strewe na die verwesenliking van potensiaal op alle terreine;
4. die handhawing van die hoogste moontlike morele en etiese waardes en norme;
5. om alle optrede met algemeen-aanvaarde lewenswaardes te versoen;
6. om nooit teen enige persoon op grond van geslag, ras, taal, politieke oortuiging of geloof te diskrimineer nie;
7. om toegang tot die skool te bied aan almal wat aan die toelatingsvereistes van die skool voldoen en bereid is om hulle met die skool se missie te versoen; en
8. om die ouers van die skool en die gemeenskap waarbinne die skool staan, volle vennote van die opvoedingsproses te maak.

WORCESTER GYMNASIUM MISSION

To educate our learners in pursuit of excellence in all areas, as an educational institution value-driven with Afrikaans and English as languages of teaching, so that they will become disciplined, responsible, independent, discerning and morally sound citizens who will be able to take their place with confidence in a multi-cultural society.

GOALS

In order to succeed in our mission, we strive to realise the following goals:

1. academic teaching and education of the highest quality;
2. to address the child in all his needs with a proper balance between academic, sport and cultural programmes;
3. the actualisation of potential in all spheres of life in an accountable manner;
4. to uphold the highest possible moral and ethical values and norms;
5. to reconcile our conduct with acceptable moral values;
6. never to discriminate against any person on the grounds of sex, language, political conviction or creed;.
7. to grant entrance to the school to all who meet the entrance requirements and who are willing to subscribe to the mission of the school; and
8. to ensure that the parents of the school as well as the community become full partners in the education process.

BELANGRIKE ASPEKTE VAN DIE TOELATINGSBELEID

1. Dit word van die ouers/voogde van enige leerder wat by Worcester Gimnasium wil inskryf, verwag om die missie en skoolreëls te onderskryf. Dit is die verantwoordelikheid van die ouer/voog om hom/haar te vergewis van die inhoud van die skoolreëls.
2. By toelating moet 'n leerder nie meer as twee jaar ouer of jonger as die gemiddelde ouderdom van die betrokke graad wees nie.
3. Voorkeur word gegee aan die leerders vanuit die Worcester-area met dien verstande dat die koshuise ekonomies benut word. Leerders van buite hierdie gebied word ingeneem totdat die koshuis 'n maksimum getal leerders bereik het.
4. Leerders moet kan baat vind en inskakel by die onderrig van die skool. Bewys moet gelewer word van voldoende en toepaslike akademiese prestasie in die vorige grade. Die leerder se vakkeuse moet by die skool inpas. Alle nuwe leerders moet verkieslik beide Engels en Afrikaans as skoolvakke geneem het tot aan die einde van die hoogste graad geslaag. Toelating tot die skool en voortgesette opleiding daarna berus by die diskresie van die Skoolhoof en die Bestuursliggaam.
5. Leerders moet inskakel by die nie-eksamenprogramme van die skool. Uitsonderings in hierdie verband moet voor inskrywing met die skoolhoof uitgeklaar word.
6. Daar word van die ouers verwag om hulle verpligtinge teenoor die skool na te kom, enersyds finansieel, dog andersyds ook deur betrokkenheid en ondersteuning.
7. Aansoek om toelating geskied deur middel van 'n aansoekvorm wat volledig voltooi en deur die voorgeskrewe dokumente vergesel moet word. Toelating sal daarna skriftelik deur die skoolhoof bevestig word.

IMPORTANT ASPECTS OF THE ENROLMENT POLICY

1. It is required of all parents/guardians of any learner who wish to enrol at Worcester Gymnasium to endorse the mission and the school rules. It is the responsibility of the parent/guardian to acquaint himself/herself with the content of the school rules.
2. A learner, on enrolment, must not be more than two years older or younger than the average age of learners of that particular grade.
3. Preference is given to learners from the Worcester area, whilst ensuring that the hostels remain economically viable units. Learners from outside this area will be accepted until the hostel is full to capacity.
4. Learners must be able to benefit from and adapt to the teaching/education of our school. Written proof must be provided of adequate and appropriate academic achievement in previous grades. The subject choice of the learner has to fit in with that of the school. All new learners should preferably have taken both English and Afrikaans as school subjects to the end of the highest grade passed. Acceptance of a learner and the continued presence of a learner depends on the discretion of the Headmaster and the Governing Body.
5. Learners have to participate fully in the non-examination programmes of the school. Exceptions in this regard have to be discussed with the headmaster before enrolment.
6. It is expected of our parents to honour their obligations to the school, whether it be financial, or through their involvement and support.
7. Application for enrolment should be made by completing the official application forms. These forms must be accompanied by the prescribed documents. Admission will be confirmed in writing by the headmaster.

WORCESTER GIMNASIUM GEDRAGSKODE VIR LEERDERS

	REGTE: 'n Leerder het die reg om:	VERANTWOORDELIKHEDE: Vir hierdie reg moet 'n leerder:
1.	te studeer en klasse/ onderrigsituasies by te woon	studiegeleenthede respekteer en nie ander leerders steur of ontwrig nie; werkopdragte uitvoer en huiswerk gereeld doen
2.	na geluister te word	billike versoeke en menings beskaafd stel; aandag gee as opdragte gegee word; ook na ander luister; stilbly as ander praat

3.	tyd optimaal te gebruik	ander se tyd respekteer; deeglik beplan en prioriteite stel; saamwerk t.o.v. versoeke vanaf opvoeders; die skool daagliks bywoon
4.	met respek behandel te word respek vir sy/haar eiendom te verwag	se optrede en kleredrag respek verdien; ander mense en hul eiendom respekteer; verantwoordelik optree; skooldrag, skool- en nasionale simbole respekteer; gesag, tug- en dissiplinêre maatreëls aanvaar; die ander rasse, kulture, godsdienste en geslag respekteer
5.	veilig te wees	vreemdelinge op die terrein en insidente rapporteer; geen wapens of voorwerpe wat ander kan beseer, in sy/haar besit hê, hanteer of gebruik nie; nooit ander leerlinge dreig, aanraak of in gevaar stel nie; nooit betrokke raak by bende-bedrywighede nie; nooit opruiende gedrag aanstig nie
6.	in 'n skoon omgewing te werk	as persoon elke dag skoon, geskeer en netjies wees; nie eiendom en die omgewing beskadig of bemors nie; nie sigarette, alkoholiese drank of ander dwelms gebruik, hanteer of verhandel nie; dit rapporteer indien hy/sy bewus is van ander leerders wat bogenoemde besit, hanteer of gebruik, of verhandel
7.	regverdig behandel te word	se motiewe suiwer en eerlik wees; objektief, redelik en beskaafd optree; erken dat mense verskil en tekortkominge het; ander regverdig en met deernis behandel
8.	sy/haar kant van 'n saak te stel	ander 'n billike geleentheid gee om hulle mening te lug; altyd die waarheid praat; dit op 'n ordelike manier doen
9.	deel te neem aan die skool se bedrywighede	'n bepaalde seisoen/termyn van deelname voltooi; oefeninge getrou bywoon; samewerking aan die afrigters gee; spankeuses, groep- en klasindelings aanvaar en respekteer; sportmangees openbaar; goeie gedrag by byeenkomste openbaar; die skool se sportkode aanvaar en uitleef
10.	gelukkig te wees	seksuele teistering en pornografiese materiaal in enige vorm vermy; nooit liedjies sing, grappe vertel, skelname gebruik, suggestiewe bewegings uitvoer of die spot dryf t.o.v. ras, kleur, godsdiens of geslag nie; 'n positiewe en lojale beeld teenoor die skool uitdra; 'n gelukkige atmosfeer skep
11.	erkenning vir prestasies te geniet	prestasies skriftelik aan die skoolhoof bekendmaak; ander gelukwens wanneer hulle presteer

WORCESTER GYMNASIUM CODE OF CONDUCT FOR LEARNERS

	RIGHTS: A learner has the right:	RESPONSIBILITIES: To deserve this right, the learner must:
1.	to study and to attend classes/ educational situations	respect study opportunities and not disturb or disrupt other learners; carry out work assignments and do homework regularly
2.	to be listened to	be polite when making reasonable requests and when voicing an opinion; pay attention when assignments are given; listen to others as well; be quiet when others talk
3.	to use his time optimally	respect others' time; plan thoroughly and decide on priorities; co-operate with regard to requests made by educators; attend school every day
4.	to be treated with respect and to expect his/her property to be treated with respect	earn respect through own behaviour and proper dress; respect other people and their property; behave responsibly; respect the school uniform, school and national symbols; accept authority and disciplinary measures; respect other races, cultures, religions and gender
5.	to be safe	report any strangers and incidents on the school grounds; make sure that he/she does not have, in his/her possession, handle or use any weapons or objects that might harm others; never threaten or endanger another pupil; never become involved in gang-related activities; never entice others to unruly behaviour
6.	work in a clean environment	be clean, shaven and neat in appearance every day; not damage property or pollute the environment; not use, handle or sell cigarettes, alcoholic drink or any other drug; report it if he/she is aware of any learners owning, handling, using or dealing in the above-mentioned substances

7.	be treated fairly	have honest and pure motives; be objective, fair and civilized in their behaviour; admit that people differ and have shortcomings; treat others fairly and with compassion
8.	state his/her opinion	give others a fair chance to state their opinion; always speak the truth; do this in an orderly manner
9.	take part in the school's activities	complete a specific season/term of participation; attend practices and classes regularly; co-operate with coaches and educators; respect and accept team selections, group and class divisions; show sportsmanship; show good behaviour at public meetings; accept and act according to the school's sport code
10.	be happy	avoid sexual harassment and pornographic material of any form; never sing songs, tell jokes, use abusive names, perform suggestive movements to deride race, colour, religion or sex; convey a positive and loyal image of the school; create a happy atmosphere
11.	enjoy praise for achievements	notify the principal of achievements in writing; congratulate others when they achieve

ONS VERWAG DIE VOLGENDE VAN ONS LEERDERS:

1. AKADEMIESE TOEWYDING

Ons verwag dat al ons leerders akademies toegewyd sal wees. Dit sluit in stiptelikheid en volledigheid van huiswerk en take, en om trots te wees op deeglikheid en netheid van voorgelegde werk.

2. AKTIEWE DEELNAME

Ons verwag dat elke leerder aan minstens een winter- en een somersport sal deelneem, en die kultuurprogram aktief sal ondersteun.

3. OPBOUENDE EN HOFLIKE GEDRAG

Respek, goeie maniere, selfdissipline en selfbeheersing, is vir ons besonder belangrik. Ons glo "Die smarte van dissipline is kleiner as die smarte van mislukking". Die leerder moet ook bydra tot 'n skoon skoolomgewing in terme van normale goeie sindelikheid, persoonlike voorkoms en die skoonmaak van terrein en klasse. Die dra van die korrekte, voorgeskrewe skooldrag is ononderhandelbaar. 'n Klerebank is by die skool beskikbaar, maar beskikbaarheid van klere daar kan nie gewaarborg word nie. De Jagers is ons amptelike verskaffer.

Daar sal baie streng opgetree word teen leerders wat (i) met disrespek van enige aard optree; (ii) enige ander persoon dreig of beseer of aanraak; (iii) dwelms hanteer; (iv) by bende-bedrywighede betrokke raak; (v) diefstal pleeg; (vi) klasse ontwrig deur swak gedrag en/of swak werksetiek.

4. TAALVAARDIGHEID IN BEIDE AFRIKAANS EN ENGELS

U het reeds in die aansoekvorm kennis geneem dat Afrikaans en Engels ons skool se amptelike tale is, en dat alle leerders dié twee tale as vak moet neem. Leerders wat genoemde tale nie verstaan en kan praat nie, sal sekerlik probleme op akademiese vlak ervaar. Omdat ons ongelukkig nie die personeel het om leerders enige van die tale opnuut te leer nie, móét die leerder dus reeds met beide tale op die verwagte vlak vir daardie graad wees.

5. NAKOMING VAN ALLE SKOOLREëLS EN GEDRAGSKODE

Elke leerder is verantwoordelik om hom/haar te vergewis van alle skoolreëls en die gedragskode. By aansoek het u reeds verklaar dat die leerder sowel as die ouers bogenoemde aanvaar en sal gehoorsaam. Volgens die SA Skolewet is ouers primêr verantwoordelik vir hul kinders se gedrag.

WE EXPECT THE FOLLOWING FROM OUR LEARNERS:

1. ACADEMIC DEDICATION

We expect of all our learners to be academically dedicated. This includes punctuality, completeness of homework and assignments, and being proud of thoroughness and neatness of submitted work.

2. ACTIVE PARTICIPATION

We expect each learner to take part in at least one winter and one summer sport and to support the cultural programme actively.

3. CONSTRUCTIVE AND COURTEOUS CONDUCT

Respect, good manners, self-discipline and self-control are very important to us. We firmly believe that it is better to live with the pains of discipline than to suffer the sorrows of failure. The learner must also contribute to a clean school environment in terms of both normal cleanliness and personal appearance. Wearing the correct, prescribed school uniform is compulsory and not negotiable. A clothes bank is available at the school but availability of clothes cannot be guaranteed. De Jagers is our official supplier.

Strict action will be taken against learners who (i) act disrespectfully in any way; (ii) threaten, injure or touch any other person; (iii) handle drugs; (iv) become involved in gang-related activities; (v) steal; (vi) disrupt classes through bad behaviour or negative work ethics.

4. LANGUAGE PROFICIENCY IN BOTH AFRIKAANS AND ENGLISH

You will have noted on the application form that Afrikaans and English are this school's official languages, and that all learners must take both languages as school subjects. Learners who do not understand these languages and cannot speak them will certainly experience problems on an academic level. Unfortunately we do not have the staff to teach learners any of the languages from scratch. The learner must, therefore, already be on the required level in both languages.

5. ALL SCHOOL RULES AND CODE OF CONDUCT

All learners are responsible to ensure that they are aware of all school rules and the code of conduct. When you apply, you already declare that the learner and parents accept and will obey the above-mentioned. According to SA School's Regulations, parents are primarily responsible for their child's behaviour.

ONS VERWAG DIE VOLGENDE VAN ONS OUERS:	WE EXPECT THE FOLLOWING OF OUR PARENTS:
1. BETROKKENHEID BY SKOOLAKTIWITEITE 1.1 U ondersteuning van die skool deur deelname aan ouer-organisasies, bywoning van sport- en kultuurdae asook oueraande, is vir ons van onskatbare waarde. 1.2 Die nuwelinge-ontvangs vind vanaf 16:30 die dag voordat die skool begin, in die skoolsaal plaas. Dit is van groot belang dat u saam met u kind hierdie inligtingsbyeenkoms bywoon.	**1. INVOLVEMENT IN SCHOOL ACTIVITIES** 1.1 Your support of the school through participation in parent organizations, attendance of sport and cultural activities as well as parent evenings throughout the year, is of inestimable value to us. 1.2 The newcomer reception will take place in the school hall at 16:30 on the afternoon before school starts. It is of great importance that you attend this meeting with your child.
2. ONDERSTEUNING VAN DIE SKOOL SE REMEDIëRINGS-PROGRAMME Ten opsigte van elke leerder is dit die skool se einddoel om 'n goedtoegeruste, gebalanseerde landsburger met gevorderde interpersoonlike en sosiale vaardighede op te lei. Om dit suksesvol deur te voer, word ondersteuning van veral die volgende gevra:	**2. SUPPORT OF THE SCHOOL'S REMEDIAL PROGRAMMES** It is our goal to help each learner to become well-equipped, balanced citizens with advanced interpersonal and social skills. To enable us to do this successfully, support of the following is requested:
2.1 Die skool se uitgebreide dissiplinêre stelsel maak voorsiening vir die aanteken van besonderhede oor negatiewe gedrag en swak werksverrigting. U ondersteuning van voortvloeiende korrektiewe strafmaatreëls (wat skoolgemeenskapsdiens insluit) word verwag. U is welkom om die prinsipaal enige tyd tydens skoolure te skakel vir besonderhede oor u kind se optrede. U kind is in besit van 'n persoonlike lêer (Bloulêer). Onderteken asseblief minstens weekliks die lêer.	**2.1** The school's comprehensive disciplinary system makes provision for the detailed recording of negative conduct and unacceptable class work. Your support of resultant correctional punitive measures (that include school community service) is expected. You are welcome to phone the principal at any time during school hours for particulars about your child's conduct. Your child is in possession of a personal file (Blue file). Please sign at least once a week.
2.2 Graadseniorskap kan deur enige leerder wat beskaafd optree en toegewyd betrokke is by die skool se wye verskeidenheid sport-, kultuur- en akademiese aktiwiteite, as erkenning vir positiewe gedrag verwerf word. Dit hou besondere voorregte vir die leerder in. As ouer/voog kan u u kind hiermee help.	2.2 Grade seniorship can be obtained by any learner whose conduct is civilised and who is involved in the school's wide variety of sport, cultural and academic activities. Grade seniorship acknowledges positive conduct and is coupled with certain privileges. As parent/guardian you can help your child to plan for this.
2.3 Alle nuwe graadagt-leerders kan te enige tyd aan eenvoudige metingsinstrumente in Wiskunde, Wetenskap, Engels en Afrikaans onderwerp word met die oog op vroeë identifisering van agterstande wat mag bestaan. Dit mag daartoe lei dat sommige leerders aanvanklik in 'n oorbruggingsklas spesiale aandag/hulp moet kry om met groter selfvertroue en vaardighede toegerus te word. Neem asseblief ook kennis dat die skool die reg voorbehou om enige tyd van die jaar (geldend vir alle grade) nuwe klas-/vakindelings te maak om gebrek aan akademiese vordering aan te spreek. Enige moontlike veranderinge sal altyd ten doel hê om, volgens die opvoeders se oordeel, leerders te bevoordeel en aan almal die beste geleenthede te gee. U ondersteuning word ook in hierdie opsig gevra. Sou u daarteen gekant wees dat ons u kind op hierdie maniere dalk moet help, moet u asseblief dadelik u skriftelike beswaar by die prinsipaal indien. Alhoewel u reeds die gedragskode, wat meld dat u klasindelings sal aanvaar, skriftelik aanvaar het, sal die leierspan u beswaar sorgvuldig oorweeg, maar u moet in gedagte hou dat u kind se moontlike agterstande nadelig op vordering kan bly inwerk. Ons wil graag aan almal besondere geleenthede bied om hulle potensiaal te verwesenlik.	2.3 All new grade eight learners could be asked at any time to write short Mathematics, Science, English and Afrikaans tests to identify possible problem areas. This may result in some learners initially having to receive additional attention/help in a bridging class which will equip him/her with more skills and confidence. Please be informed that the school reserves the right to form new class/subject sections (in any grade) to address unbalanced academic progress. Any possible changes will always, according to the educators' view, aim at giving learners the best possible advantages and opportunities. We would appreciate your support in this respect as well. If you are against us helping your child in this manner, a written objection must be handed to the principal. Although you have already accepted the code of conduct in writing, which mentions that you will accept class grouping, the senior staff will consider your objection. Please bear in mind, though, that your child's learning gap may continue to have a negative effect on his/her progress. We wish to offer all learners specific opportunities to achieve their potential.
2.4 Neem asseblief vroegtydig kennis dat gedrag, werketiek en veral akademiese prestasies en vakkeuse, 'n rol speel in klasindelings by grade nege tot twaalf. Leerders moet dus te alle tye hul beste lewer.	2.4 Please be informed at an early stage that conduct, work ethics and especially academic achievement and subject choice play a role in class section divisions. Learners must therefore always do their best.
3. BETALING VAN SKOOLGELD Skoolgeld is 'n statutêre verpligting en word gehef in terme van Seksie 40 van die Skolewet. Skoolgeld word jaarliks tydens die begrotingsvergadering vasgestel. Dit is u verantwoordelikheid om u te vergewis van alle finansiële verpligtinge. Skoolgeld is jaarliks vooruitbetaalbaar. Enige ander reëlings oor die betaling van skoolgeld moet skriftelik met die finansiële kantoor getref word. Indien u reëlings tref om maandeliks oor 11 maande u skoolgeld te betaal, neem kennis dat dit aan die begin van die maand betaalbaar is, waarvan die eerste paaiement in Januarie is.	**3. FEES TO BE PAID** School fees are a statutory obligation and are calculated in terms of Section 40 of the Schools' Act. The fees are finalised at the annual budget meeting. It is your responsibility to make sure of your financial obligations. School fees is payable in advance annually. Any other arrangement in connection with the school fees must be made in writing with the financial office. If you have made arrangements to pay monthly over 11 months, please note that payments must be made at the beginning of the month, the first instalment to be paid in January.

Metodes van betaling

- Debietorder – ten sterkste aanbeveel, 'n vorm word hierby ingesluit.
- Elektroniese inbetaling: Verseker dat u met alle betalings die korrekte verwysingsnommers gebruik. **In geval van 'n elektroniese inbetaling is dit baie belangrik dat u die inbetalingstrokie aan die skool faks (023 347 1129) en duidelik daarop aandui wie die leerder is, en waarvoor die betaling gemaak is.**
- Kontant-/Tjekbetalings by die skool

LW: Behou u kwitansies en bewyse van betaling vir die volle kalenderjaar.

Ouers kan aansoek doen vir vrystelling/gedeeltelike vrystelling van skoolgelde. Die vorms is by die finansiële kantoor beskikbaar en moet voor/op 31 Januarie ingedien word. Neem asseblief kennis dat beide biologiese ouers (al is u geskei) verantwoordelik is vir die betaling van skoolgeld en **beide** biologiese ouers se inkomstebewys word benodig vir berekening van vrystelling.

3.3 **Skryfbehoeftes en Handboeke**
Skoolgelde sluit nie skryfbehoeftes in nie, want dit is vir u eie rekening, maar handboeke word voorsien. Betaal asseblief u Januarie-rekening stiptelik om ons in staat te stel om ons finansiële verpligtinge aan die begin van die jaar na te kom.

3.4 **INDIENING NA 30 NOVEMBER**
Na versending van hierdie dokument aanvaar ons dat u kind hierdie skool gekies het en dus sal bywoon, **tensy u skriftelik kanselleer**. Indien 'n leerder na 30 November onttrek of nie aan die begin van die jaar opdaag nie, sal die ouers/voog verantwoordelik gehou word vir die betaling van die eerste maand se skool- en/of koshuisgelde.

4. KOMMUNIKASIE MET DIE SKOOL
Ons glo in oop kommunikasiekanale. Neem asseblief vrymoedigheid om ons te kontak. Die verskeie oueraande deur die jaar is uiters geskik vir hierdie doel. U moet aan die einde van elke kwartaal 'n rapport ontvang. Doen asseblief navraag indien dit nie gebeur nie.

Die adres soos deur u verskaf op die aansoekvorm (skooltoelating) sal te alle tye gebruik word. U is verantwoordelik daarvoor om enige verandering in adres en/of telefoonnommers skriftelik met die skool te kommunikeer.

Ons sien uit na 'n aangename verbintenis met u gesin. Onhou asseblief om ons voor 30 November skriftelik in kennis te stel indien u omstandighede so sou verander dat u kind nie meer na ons skool toe kom nie. Die Raad van Leerders in Desember 'n volledige stel inligtingsdokumente aan u stuur.

Welkom by Worcester Gimnasium!

Methods of payment

- Debit order – strongly recommended, a form is included.
- Electronic payment: Please use the correct reference numbers with all payments. **If you make an electronic payment, it is very important that you fax the deposit slip to the school (023 347 1129). Please indicate clearly who the learner is, and what the payment was made for.**
- Cash/Cheque payments at the school

NB: Please keep all receipts and proof of payments for the whole calender year.

Parents can apply for exemption/partial exemption of school fees. The forms are available at the financial office and must be returned before/on 31 January. Please note that both biological parents (even if you are separated) are responsible for the payment of school fees and the income of **both** biological parents will be needed for the calculation of the exemption.

3.3 **Stationery and Text Books**
School fees do not include stationery. This has to be bought by learners but text books are provided. Please pay your January account punctually to enable us to meet our financial obligations at the start of the year.

3.4 **APPLICATION AFTER 30 NOVEMBER**
On sending this document, we will assume that this is the school that your child has chosen to attend, **unless you cancel in writing**. If a learner is withdrawn after 30 November, or does not turn up at the beginning of the year, the parents/guardians will be held responsible for the payment of the first month's school and/or hostel fees.

4. COMMUNICATION WITH THE SCHOOL
We believe in open communication lines. Please feel free to contact us. The parent evenings throughout the year are ideal for this purpose. You must receive a report at the end of every term. Please inquire if this does not happen.

The address as supplied by you on the application form (school admission) will be used at all times. You are responsible to communicate all changes (in address and telephone numbers) to the school in writing.

We are looking forward to a pleasant association with your family. Please remember that it is compulsory to let us know in writing before 30 November if your circumstances should change in such a way that your child will not come to this school anymore. The Council of Learners will send a complete set of information documents to you in December.

Welcome to Worcester Gymnasium!

DISSIPLINÊRE HANDELINGE

In enige dissiplinêre handeling waarby 'n leerder betrokke mag wees, sal 'n behoorlike regsproses met inagneming van die Reëls van Natuurlike Geregtigheid, die Suid-Afrikaanse Skolewet, sowel as die Grondwet van Suid-Afrika, gevolg word.

NB: Hierdie dokument moet noukeurig gelees en volledig voltooi word.

DISCIPLINARY PROCEDURES

In any disciplinary proceedings involving a learner, a complete legal process, taking into consideration the Rules of Natural Justice, the South African Schools Act, as well as the Constitution of South Africa, shall be adhered to.

NB: This document must be read carefully and completed meticulously.

GIMNASIUM WORCESTER GYMNASIUM

Uitnemendheid is ons passie
Excellence is our passion

023 347 0426 / 023 342 2700
023 347 1129
210 Worcester 6849
wg@woregim.co.za
www.woregim.co.za
CH Schoeman - Skoolhoof / Principal
principal@woregim.co.za

SCHOOL FEES 2021

	PER ANNUM	PER TERM	PER MONTH
School Fees	R24 442	-	R2 222
Hostel	R33 000	R8 250	R2 750

School Fees of R24 442.00 included the amount of R1 210.00 Development Fund

PAYMENT PLAN:

- Full settlement must be paid on the first day of school
- Upon written request the amount may be paid in 11 monthly instalments (December/January – November) – payments due by the 1st of the month.
- All new entrants must pay the first instalment upon acceptance.

Before 31st December 2020: 10% discount = R22 119

- 10% discount is not given on Development Fund. Discount is calculated as follows:

School Fees		Development Fund (no discount)				10% discount				Development Fund (no discount)		TOTAL PAYABLE (after discount)
R24,442	-	R1,210	=	R23,232	-	R2,323	=	R20,909	+	R1,210.00	=	R22,119

Before 31st January 2021: 5% discount = R23 280

- 5% discount is not given on Development Fund. Discount is calculated as follows:

School Fees		Development Fund (no discount)				5% discount				Development Fund (no discount)		TOTAL PAYABLE (after discount)
R24,442	-	R1,210	=	R23,232	-	R1,162	=	R22,070	+	R1,210.00	=	R23,280

BANK DETAILS:
Worcester Gymnasium
ABSA Worcester
Account number: 440 153 747 / Branch code: 632 005
Reference: Debtor number AND Learner's surname

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SKOOLGELD 2021

	PER JAAR	PER KWARTAAL	PER MAAND
Skoolfonds	R24 442	-	R2 222
Koshuis	R33 000	R8 250	R2 750

Skoolgeld van R24 442.00 sluit R1 210.00 Ontwikkelingsfonds in

BETALINGSPLAN:

- Die volle skoolgeld is vooruitbetaalbaar op die 1ste dag van die skooljaar.
- Ouers kan skriftelik aansoek doen om skoolgeld in 11 maandelikse paaiemente te betaal (Desember/Januarie – November). Paaiemente is betaalbaar op die 1ste van elke maand.
- Alle nuwe aansoekers moet, sodra die leerder toegelaat word, die eerste paaiement van die skoolgeld betaal.

Voor einde Desember 2020: 10% afslag = R22 119

- 10% afslag word nie op Ontwikkelingsfonds gegee nie. Afslag word soos volg bereken:

Skoolgeld		Ontwikkelingsfonds (geen afslag)				10% afslag				Ontwikkelingsfonds (geen afslag)		TOTAAL BETAALBAAR (na afslag)
R24,442	-	R1,210	=	R23 232	-	R2,323	=	R20,909	+	R1,210.00	=	R22,119

Voor einde Januarie 2021: 5% afslag = R23 280

- 5% afslag word nie op Ontwikkelingsfonds gegee nie. Afslag word soos volg bereken:

Skoolgeld		Ontwikkelingsfonds (geen afslag)				5% afslag				Ontwikkelingsfonds (geen afslag)		TOTAAL BETAALBAAR (na afslag)
R24,442	-	R1,210	=	R23,232	-	R1,162	=	R22,070	+	R1,210.00	=	R23,280

BANKBESONDERHEDE:
Worcester Gimnasium
ABSA Worcester
Rekeningnommer: 440 153 747 / Takkode: 632 005
Verwysing: Debiteurnommer EN Leerder se van