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OUERBRIEF / PARENT CIRCULAR **CIRCULAR 11/2010**

Geagte Ouers/Voogde	Dear Parents/Guardians
Die skool se bestuurspan het op verskeie geleenthede die kwessie rondom leerder-bywoning deeglik bespreek. Dit is nodig om die probleem op te los, want dit het 'n nadelige uitwerking op leerders se prestasie.	The school management team has, on several occasions, deliberated the issue of learner attendance. This problem needs to be resolved as it impacts negatively on learners' performance.
Die afgelope staking het ook 'n negatiewe effek op skoolbywoning gehad ten spyte van ons onderwysers wat nie gestaak het nie.	The latest strike action also had a negative effect on school attendance despite the fact that our teachers were not on strike.
Die aantal leerders wat daagliks laat is vir skool is aan die toeneem en in die meeste gevalle is daar nie 'n geldige rede nie. Die Nasionale Departement van Onderwys spreek in Staatskoerant, No. 33150, gedateer 4 Mei 2010, hierdie probleem aan. Hierin word sekere maatreëls en verantwoordelikhede uiteengesit en die skool is tans besig om 'n beleidsdokument oor leerderbywoning op te stel. Die doel van hierdie dokument is om stiptelike en gereelde leerderbywoning te verseker.	The number of learners arriving late at school daily is on the increase and in most cases there is no valid reason. The National Department of Education deals with this problem in Government Gazette, No 33150, dated 4 May 2010. The document sets out certain measures and responsibilities. The school is currently busy compiling a policy on learner attendance. The aim of this document is to promote punctual and regular learner attendance.
Volgens die Staatskoerant word van 'n ouer/voog verwag om: - te verseker dat leerders daagliks, en die hele dag skool bywoon en betyds is tensy daar 'n geldige rede vir afwesigheid is; - te verseker dat leerders nie sonder geldige redes uit die skool gehou word nie (familievakansies is nie 'n geldige rede nie); - die skoolhoof of klasonderwyser in te lig indien 'n leerder **afwesig** is of gaan wees, of vir 'n geldige rede **laat** gaan wees; - in samewerking met die skool die probleem van afwesigheid sonder geldige redes op te los; - leerders aan te moedig en by te staan om	According to the Gazette a parent/guardian is expected to; - ensure that learners attend school daily, on time and for the entire school day unless there is a valid reason for absence; - ensure that learners are not kept out of school without valid reason (family holidays are not a valid reason); - inform the principal or class teacher if a learner is **absent,** or expected to be, or to be **late** with a valid reason; - co-operate with the school in resolving the problem if the learner is absent from school without a valid reason; and - encourage and assist learners to

verlore tyd as gevolg van afwesigheid in te haal. Die volgende geldige redes vir afwesigheid word in die Staatskoerant gelys: - 5 dae studieverlof geneem deur 'n Graad 12-leerder voor die aanvang van die Nasionale Senior Sertifikaat eksamens aan die einde van die jaar. Graad 12-leerders hoef nie skool by te woon op dae wanneer hulle nie eksamen skryf nie. - Fisiese of sielkundige siektes (geskrewe bevestiging van 'n geregistreerde mediese praktisyn word verlang). - Geboorte gee (onderhewig aan geskrewe bevestiging van 'n geregistreerde mediese praktisyn of geregistreerde vroedvrou). - Godsdienstige - of kulturele vierings wat goedgekeur is deur die Skool Beheerliggaam in terme van die Nasionale Skoolkalender Beleid. - Dood van 'n familielid. - Afspraak by 'n hof of welsynorganisasie waarvoor dokumentêre bewys ingehandig moet word. - Tydelike skorsing deur die SBL. - Natuurrampe. Die Staatskoerant verleen toestemming aan die Hoof om 'n leerder se rekord van die klasregister te verwyder na afwesigheid sonder rede vir 10 aaneenlopende skooldae of meer. Hierdie aangeleentheid sal dan na die distrikskantoor verwys word. Ek hoop van harte dat u as ouers/voogde ons sal ondersteun in ons poging om skoolbywoning te verseker en dat leerders betyds opdaag vir skool. U word uitgenooi om positiewe insette te lewer betreffende hierdie probleem. Die uwe	make up for time lost due to absence from school. The following valid reasons for absence are listed in the Gazette: - Study leave taken by a grade 12 learner 5 days before the start of the National Senior Certificate examinations at the end of the year. Grade 12 learners need not attend school on days they are not writing exams. - Physical or psychological illness (written confirmation by a registered medical practitioner is required). - Giving birth (subject to written confirmation by a registered medical practitioner or registered midwife). - Religious or cultural observances approved by the School Governing Body in terms of the National School Calendar Policy. - Death of a family member. - Appointment at a court or social services for which documentary proof needs to be submitted. - Suspension by the SGB. - Natural disasters. The Gazette gives the principal the right to cancel a learner's record from the class register after absence of 10 consecutive school days or more without a valid reason. This matter will then be referred to the district office. I sincerely hope that you, as parents/ guardians, will assist us in achieving this goal of school attendance and that learners arrive at school on time. You are also invited to give your input regarding this problem. Yours faithfully

MNR/MR J GÜLDENPFENNIG
HOOF / PRINCIPAL