



MERIT AND DEMERIT POLICY

The main purpose of the Demerit system is to incentivise learners to behave in line with the PIPE values and thereby creating a culture of discipline and a value-based school. The main purpose is not to punish negative behaviour.

The demerit system works as follows:

- Learners start with 0 points
- All Violations and Recognitions are logged on the conduct list (d6 Plus)
- Recognitions and Violations not logged on d6 Plus will not be considered
- Recognitions are given for positive actions for example: Assisting Educator
- Violations are given for misconduct for example: Homework not done
- Recognitions and Violations are indicated separately on the Conduct Report of the learner.
- Some conducts are only for informative reasons for example "Informed parents about concerns regarding academics"
- The learner attends detention should the Violations reach **-50** or less.
- Once the learner has attended detention "Detention attended" is added automatically to the Violations column to reduce the negative marks.
- Where a learner does not attend detention without a valid reason "Bunking Detention" will be added as a Violation.
- Should the Violations again reach **-50** or less the learner must attend detention for a second time
- Once the learner has attended detention "Detention attended" is added automatically to the Violations column to reduce the negative marks.
- If the Violations of the learner reach **-50** or less for the third time the parent(s) must be called in for a "Disciplinary Discussion". The learner must attend detention for a third time.
- For certain serious Violations a Disciplinary Discussion or Disciplinary Hearing could be held immediately
- Should the Violations of the learner reach **-50** or less for the fourth time a Disciplinary Hearing will be held
- The Disciplinary Chairperson will decide on the appropriate outcome and sanction which could include, but is not limited to: Suspension, Conditional Admission, Counselling, Written Warning, Expulsion with Notice or Immediate Expulsion.
- Should the Violations total reach **-350** or less before the end Term 3 a Conditional Re-Admission letter will be issued to the learner indicating under which conditions the learner will be allowed back the following year. If these conditions are not followed the following year, the learner will attend a disciplinary hearing and could be expelled. However, in the case of Expulsion before the end of the previous year, no notice will be given and the punishment will be effective immediately.
- If there are serious transgressions for example the possession of drugs, the learner will be suspended until a disciplinary hearing is held. The outcome of a serious transgression could be immediate expulsion.
- For certain transgressions a learner will be suspended until the Disciplinary Hearing and if the sanction is suspension for the learner, the days the learner was suspended until the hearing will be subtracted from the total number of days for which the learner is suspended
- Parents can at any time request a copy of the Code of Conduct Report of a learner
- A summary of the Code of Conduct Report will be e mailed to all parents once a term.

- Parents can appeal the outcome of a Disciplinary Hearing in writing within 7 days of the outcome of the hearing. The grounds for appeal must be clearly indicated. The outcome of an appeal can be one of the following:
 1. The Outcome is upheld
 2. The Outcome is overturned
 3. The Sanction can be changed

7. CONDUCT SYSTEM

Description	Type	Points
Academic Goal Achieved (Quarterly)	Recognition	20
Academic good performance (Quarterly) 75%+	Recognition	30
Academic performance increase 5%+ (Quarterly)	Recognition	10
Academic performance increased 10% (Quarterly)	Recognition	20
Academic performance increased 15%+ (Quarterly)	Recognition	30
Academic performance increased 30%	Recognition	60
Assault - causing serious bodily harm(Disciplinary Hearing)	Violation	-150
Assignment result 75%+	Recognition	20
Assignment(Formal) Submitted Late	Violation	-10
Assignment(Formal) Submitted Early	Recognition	10
Assist fellow learners	Recognition	10
Assist educator/staff member	Recognition	15
Attendance 100% (Quarterly)	Recognition	20
Attention not paid in class	Violation	-5
Attended 3 Detentions - Disciplinary Discussion	Violation	0
Attended 4 Detentions - Disciplinary Hearing	Violation	0
Books left at home	Violation	-15
Bunking class	Violation	-30
Bunking detention (Inform Parent)	Violation	-30
Bunking register	Violation	-30
Bunking school - (Inform Parent)	Violation	-50
Bullying (Disciplinary Discussion/Disciplinary Hearing if continuous behaviour)	Violation	-100
Chewing or eating in the classroom	Violation	-5
Classwork not done / incomplete	Violation	-20
Conditional re-admission given for following year	Violation	0
Conditional Admission for the Year	Violation	0
Confrontation -Physically (Disciplinary discussion)	Violation	-50
Confrontation -Verbally	Violation	-30
Disciplinary discussion held	Violation	0
Disciplinary hearing held	Violation	0
Discrimination (Disciplinary Discussion)	Violation	-50
Discussed academics with learner	Violation	0
Discussed discipline with learner	Violation	0
Dishonest	Violation	-15

Disregard exam/test procedures	Violation	-30
Disregard instructions (Specify)	Violation	-20
Disrepute the name of the school (Disciplinary Discussion) (Specify)	Violation	-100
Disrespectful towards fellow learners (Specify)	Violation	-20
Disrespectful towards staff (Inform Parents) (Specify)	Violation	-50
Disrupting the class (Specify)	Violation	-20
Exam/test results 75%+	Recognition	20
Extra effort with school work	Recognition	15
Fraud (Disciplinary Discussion)	Violation	-50
Face Mask Removed Repeatedly	Violation	-20
Gambling	Violation	-25
Good behaviour (Monthly)	Recognition	20
Good Behaviour / Diligent Academical Work (Weekly)	Recognition	10
Grooming incorrect (Hair, Nails, Make-up, Unshaven)	Violation	-10
Highest mark in subject (Quarterly)	Recognition	10
Homework Copied	Violation	-10
Homework not done/Incomplete	Violation	-20
Honesty	Recognition	20
Irregularity in exam/Formal test(Discipline Discussion)	Violation	-50
Intimidating/Threatening fellow learner(s)	Violation	-50
Late for class	Violation	-10
Late for school	Violation	-10
Leadership abilities displayed	Recognition	15
Letters/test/homework not signed	Violation	-5
Litter	Violation	-10
Neatness (Monthly)	Recognition	10
Noise making during rotation of classes	Violation	-5
Noise making in class	Violation	-15
Noise making during assembly	Violation	-10
Parent informed about academic issues	Violation	0
Parents informed telephonically/via email regarding discipline	Violation	0
Parents informed about late coming	Violation	0
Parents informed regarding absenteeism	Violation	0
Participate in school social activities	Recognition	20
Participate in school sport activities	Recognition	20
Participation in school culture activities	Recognition	20
Petty theft - Value below R50 (Disciplinary Discussion)	Violation	-60
PIPE values achieved quarterly	Recognition	30
Playground / Classroom cleaned	Recognition	10
Playing with Cell phone / Tablet (Device will be confiscated)	Violation	-15
Positive drug test (Disciplinary Discussion and counselling)	Violation	-100
Positive drug test twice (Suspension until hearing)	Violation	-200

Possession/distributing/using of drugs (Drug Test and Suspension until hearing)	Violation	-300
Possession of inadmissible objects - Lighters, matches, medication etc. (Inform Parents)	Violation	-50
Possession of cigarettes/Vape (Disciplinary Discussion)	Violation	-100
Possession of pornography (Disciplinary Discussion)	Violation	-50
Possession of a dangerous weapon(Knife, Brass Knuckles, Hammer, Knobkerrie etc) (Suspension until Hearing)	Violation	-300
Possession of an imitation firearm, airgun or BB gun (Suspension until Hearing)	Violation	-200
Possession of a firearm (Suspension until hearing)	Violation	-300
Possession/Using of alcohol (Breathalyzer Test and Suspension until Disciplinary Hearing)	Violation	-200
Remedial / intervention bunked	Violation	-20
Respectful behaviour (Monthly)	Recognition	20
School uniform incorrect	Violation	-15
Sexual Harassment-persistent unwelcome sexual remarks, looks and physical contact(Suspension-Hearing)	Violation	-200
Sexual Intercourse (Disciplinary Hearing)	Violation	-100
Sexual Interaction-Kissing and fondling (Disciplinary Discussion)	Violation	-50
Sleeping in class	Violation	-10
Smoking cigarettes (Disciplinary Discussion)	Violation	-100
Sniffing glue or other banned substances (Disciplinary Discussion)	Violation	-50
Suspension Completed	Violation	0
Swearing or abusive language	Violation	-15
Talking in class	Violation	-10
Tampering with fire equipment (Disciplinary Discussion)	Violation	-60
Tampering with learner property	Violation	-30
Tampering with staff property	Violation	-30
Tampering with school property (Inform Parents)	Violation	-50
Textbook not covered	Violation	-10
Textbook Lost	Violation	-20
Theft - Value above R50 (Disciplinary Hearing)	Violation	-100
Threaten any staff member verbally/written (Disciplinary discussion)	Violation	-100
Threaten any staff member physically (Suspension until Disciplinary Hearing)	Violation	-200
Threaten anyone with a weapon or firearm (Suspension until Hearing)	Violation	-300
Unacceptable social behaviour - verbal/physical	Violation	-15
Under the influence of alcohol - 0,24 mg and higher(Suspension until Disciplinary Hearing)	Violation	-200
Unsafe behaviour-Causing unintentional injury/or accident (Specify)	Violation	-15
Vandalism (1st offence Disciplinary Discussion)(2nd offence Hearing)	Violation	-100
Verbal warning given (Specify)	Violation	0
Voluntary work	Recognition	10
Walking around outside class/Loitering	Violation	-15
Writing on any school property	Violation	-30



DECLARATION

I, _____
parent/guardian(delete non-applicable option) of _____
in grade _____ do hereby acknowledge that I have received the Discipline and Conduct Policy
of Amberfield College. I hereby declare that I have read through and familiarised myself with the
content of the School's Discipline and Conduct Policy.

SIGNATURE: PARENT / LEGAL GUARDIAN

DATE