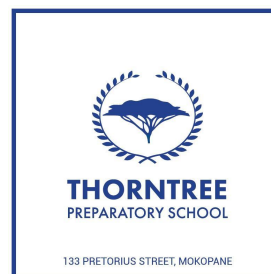

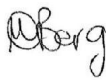


THORNTREE PREPARATORY SCHOOL

GENERAL SCHOOL POLICY



Document Name	General School Policy
Document Number	TPS_C2_2.2.1.1
Authority	Head/Secretary
Administration of Document	Admin/Heads
Effective Date	01/01/2016
Approved by	Head
Scope of Document	Staff, Students, Parents
Last Revision Date	07/04/2022
Next Review	14/04/2023
Related Policies	<p>The Constitution of the Republic of South Africa (Act 108/1996.)</p> <p>The South African Schools' Act (Act 84/1996) and subsequent amendments.</p> <p>The National Education Policy Act (Act 27/1996) and any applicable policies determined in terms of this Act, including the Regulations for Admissions to Schools.</p>
Addenda	

Approved by:	Approved by:
	
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Helyn Tooley (Principal) MJB Properties CC	Ursula van den Berg MJB Properties CC



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1 TITLE: GENERAL SCHOOL POLICY

2 PREAMBLE

Thorntree Preparatory School is an independent school in the town of Mokopane. It was started in 2016 to fulfil the need for quality primary education to learners of this town. Its vision was to create an educational environment that held the best interest of the child at heart; afforded more experiential learning opportunities for learners; used blended learning and technology to afford learners an additional medium of learning that aligned to and augmented the National Curriculum. Thorntree's purpose is to increase the learner's knowledge, skills, understanding and to encourage positive behavioural habits and thinking that are practiced within and extend beyond the schooling environment.

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2.1 OUR VISION

Thorntree Preparatory school's vision is to create a joyous learning environment that affords learners the knowledge, skills and mind-set to be successful in their lives.

2.2 OUR MISSION

To teach the academic skills, foster the intellectual habits and cultivate the character traits needed for learners to thrive in school and beyond. This will be achieved by:

- Ensuring that the educators are well qualified to teach the various learning areas.
- Providing a staff with a high degree of professional integrity.
- Providing a safe, caring and happy environment which is conducive to learning.
- Maintaining realistic class sizes conducive to optimal learning.
- Teaching skills for effective living in a changing world.
- Encouraging learners to give of their best, whether academically, on the playground, or coping with the trials and tribulations of growing up.
- Providing differentiated learning opportunities and real life experiences.
- Offering a blended learning approach in Mathematics and English.
- Empowering the learner to cope with both success and failure.

2.3 OUR VALUES

Our school motto, "Rooted for Success" is based upon the practice of exercising a growth mindset. These are behaviours, dispositions and reflective thinking habits employed by individuals in all aspects of their lives for successful outcomes. These habits are coupled with the adoption of the following core values that strengthen students' self-esteem, optimism and commitment to personal fulfilment; and help students exercise ethical judgment and social responsibility.

Our school's values education program consists of the following core values:

- Acceptance
- Respect
- Resilience
- Responsibility
- Excellence

Of importance is the fact that across our school community (students, staff and parents), we 'walk and talk' the same language relating to our school values and the expectations that go with consistent demonstration of these values. In other words, there is a general expectation that all members of our school community are responsible for demonstrating each of the values which should underpin everything we do.

2.4 CHARACTERISTICS OF THORNTREE PREPARATORY SCHOOL

Thorntree Preparatory School is a happy place; a place where the best interest of the child prevails and where the child matters most. We will strive to ensure a happy child through:

- High standards & stated expectations
- Passionate, nurturing & inclusive school
- The National Curriculum
- Small learning communities
- "Whole-brain"/creative teaching strategies
- Positive Behaviour Support and Restorative Justice
- A Bully-free zone
- Disciplined but relaxed environment which is conducive to learning.

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- Interactive playground
- Blended learning
- Partnerships with our parents as our stakeholders
- On-going professional development
- Community service

3 PURPOSE

The purpose of the General School Policy document is to provide the reader an overview of some of the school policies and thereby an indication of the ethos of the school.

4 SCOPE

The Policy is for all staff, learners, prospective parents and parents.

5 ADMISSION POLICY - REFER TO SEPARATE POLICY

6 LANGUAGE POLICY – REFER TO SEPARATE POLICY

7 RELIGION POLICY – REFER TO SEPARATE POLICY

8 HIV/AIDS POLICY – REFER TO SEPARATE POLICY

9 LEARNER CODES OF CONDUCT – REFER TO SEPARATE POLICY

10 SCHOOL HOURS

School hours are as follows:

MONDAY-THURSDAY:

AGES 2-4 7:20-12:30
Gr. RR-R 7:20 - 12:30
Gr. 1-3 07:20 – 13:00
Gr. 4-7 07:20 – 13:30

FRIDAY:

Gr. R-3 07:20 – 12:00
Gr. 4-7 07:20 – 12:20

School starts at 7:20, so children should be at school a little before that. The gate opens at 7:00am. No child is to be left unattended at the gate prior to a teacher arriving at school. The updated calendar is published yearly on our website. [Thorntree Preparatory School: Home](#)

11 School fees are available on the website and changes are made yearly and published before 15 October.

2022 Fee Structure

ENTRANCE FEES: 2022 (per pupil)

Application Fee (non-refundable fee to accompany application) R 500.00 **Annual**

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Workbook Fee (Grade R to 7, billed in January each year) R 550.00 **Book Deposit Fee**
Grade R – Grade 3 (refundable fee billed in January) R 500.00 **Book Deposit Fee Grade 4 – Grade 7** (refundable fee billed in January) R 1 500.00 (R 1000.00 top-up from Grade 3 to Grade 4)

Development Fee:

(once-off, non-refundable, billed in June for all new students grade 1-7) R 2 500.00

Annual Tiny and Little Sprouts Fee (Ages 2 to 4 and Grade RR) R 500.00

TUITION FEES: 2022

GRADE	ANNUAL FEE MONTHLY FEE (12 MONTHS)
Ages 2- 4	R 29 400 R 2 450
Grade RR	R 29 400 R 2 450
Grade R	R 29 400 R 2 450
Grade 1	R 39 600 R 3 300
Grade 2	R 39 600 R 3 300
Grade 3	R 39 600 R 3 300
Grade 4	R 42 000 R 3 500
Grade 5	R 42 000 R 3 500

Grade 6 R 42 000 R 3 500

Grade 7 R 42 000 R 3 500

New students 2022: The first month's tuition fee should be paid immediately upon acceptance as a non-refundable **deposit** to secure your place for 2022. This payment will be credited to the January 2022 tuition fee. Should the learner for any reason not join Thorntree, the deposit will be forfeited.

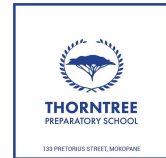
Re-registration for 2022: Confirmation of re-registration is completed by parents by 31 Aug 2021. The first month's tuition fee is to be paid no later than 31 October 2021 to confirm re-registration for 2022. This payment will be credited to your January 2022 tuition fee.

School Fees are payable monthly in advance on or before the first day of each month and by no later than the 7th of each month.

Cash Deposit Fees will be charged back to the student's account therefore, we request EFT payments as the preferred payment option.

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THORNTREE PREPARATORY SCHOOL
GENERAL SCHOOL POLICY



Book Deposit Fee covers textbooks, and not workbooks. Workbooks are consumable books and charged separately. Students will be issued books on payment of deposit in the first week of January.

The banking details:

Thorntree Preparatory School

Nedbank

Branch: Mokopane 14274800

Account: 1180976266

Reference: Child's Name & Surname

Phone: 060 408 1961

Email: finance@thorntreeprep.co.za

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