

PRESDA PRIMARY SCHOOL PROSPECTUS



PRESDA PRIMARY SCHOOL MISSION AND OBJECTIVES

MISSION

The mission of Presda Primary School is to provide a Christ-orientated education and to lead them to knowledge, dexterity and service.

By competent sympathetic teaching with a Seventh-Day Adventist philosophy, we strive to restore the image of God in a contemporary environment.

OBJECTIVES

Personal involvement is very important. Christ saw the creative potential in every person. He was not discouraged by negative outward or unfavorable appearance.

PRESDA PRIMARY SCHOOL attaches great value to each individual and strives to:

- create a climate where a positive self-image, independence and self-confidence is developed by treating the children with respect and in a positive manner.
- as far as possible, maintain a high academic standard.
- identify potential leadership qualities and the development thereof.
- Encourage learners to make society a better place, and to be involved in the community and develop a positive attitude towards their fellow-man, and guide them to be responsible citizens.
- Take note of the cultural, scientific and technical development of our time in a differentiated manner.
- encourage good manners and courtesy to others, and to improve cultural relationships.
- encourage honesty, reliability and loyalty.
- to maintain a trust relationship, perspective relationship and a healthy authoritative relationship between learners, parents and educators.
- offer invitational teaching.
- consider all involved in decision-making processes, and in the implementing of rules awaken a positive attitude towards profitable work and productivity.
- develop and understand the principles of a healthy body and mind. To strive to develop everything that promotes a healthy body, that promotes a healthy mind and promotes a balanced character. Without these principles learners will not be able to fulfil their obligations to themselves, their school, their fellow-man, their country and their Creator.
- expose learners to good literature, art, music, and to teach learners to appreciate:

*“Those things that are good and that deserve praise:
things that are true, noble,
right, pure, lovely, and honorable . . . “*

- (Phil. 4:8) Good News Bible

HISTORICAL OVERVIEW

The first Seventh-Day Adventist Church School was established in 1872. It was inspired by the philosophy of the church, its world vision and its view of the church's mission. Presda was instituted in Pretoria in 1933 with the total of 12 learners. Over the years we have developed our own character which has made us unique. The educational community would like to preserve and extend this special characteristic.

PRINCIPLES

Presda maintains . . .

- **Christian element:** Learners are encouraged to uphold Christian standards in both academic and educational levels inside and outside the school. We strive to maintain a healthy balance in all facets of teaching and lifestyle.
- **Language of Learning and teaching:** Education is presented in English.
- **Seventh-Day Adventist Philosophy:** We strive to incorporate a Seventh-Day Adventist philosophy in our work, as the staff and most of the learners are Seventh-Day Adventists.
- **Language and Respect of Discipline:** Basic good order and a healthy authority and disciplinary structures are essential for a successful educational environment. School rules are laid down and applied according to this principle. Parents and learners are expected to respect the authority, rules and regulations of the school.

ADMISSION

- Learners will be assessed before admission to determine if the school meets the child's needs and to find the appropriate level for the child.
- The school is open to all races and functions within Gauteng Education Department policy.
- Religion plays an important role at our school. We educate our children in such a way that Christian norms and standards are maintained.
- Application forms must please be **fully and neatly completed**. No information may be withheld. Please ensure that the following is attached to the completed application form:

1. A photograph of the learner applying.
2. A copy of the learner's birth certificate.
3. A copy of the learner's latest report and transfer card/certificate from previous school.
4. Parent's identity documents or Passports
5. A copy of your latest telephone or municipal account.
6. Three months' bank statement and latest payslip
7. A copy of two school accounts from the previous school.
8. Signed Tuition Agreement.
9. Foreign learners - a copy of parents' work permits, passports or relevant ID documentation and proof of employment in the Republic of South Africa.
10. Clinic Card (for immunization)
11. Completed Indemnity Form
12. A copy of the signed Financial Agreement.

GENERAL INFORMATION

FINANCES

A deposit equal to the amount of one month's school fees must be paid before your child is admitted into the school.

SCHOOL FEES

School fees are determined by the School Board and are adjusted annually.

THE FEE STRUCTURE IS AS FOLLOWS QUOTED IN SOUTH AFRICA RANDS:

New Application Fee: R915 per family (not refundable)			
Re-registration Application Fee: R880 per family (not refundable)			
Stationery Pack (once off): Grades RR-7: R1 250 per learner			
Textbook Rental Fee (once off): Grades 4 -7: R550 per learner			
Book fee (once off): Grades 1 - 3: R1 250 per learner			
Book fee (once off): Grade R: R500 per learner			
No of Learners	School Fee	Bus Fee	Total Fees per month
1 Child	3,500	1,800	5,300
2 Children	6,650	3,420	10,070
3 Children	9,975	5,130	15,105

* R1 800 for a radius of 40km and below. R2 000 for a radius above 40km

- Option 1: School fees are paid for the year in advance. A 5% discount will be given on the tuition amount. Fees to be paid in by January 31.
- Option 2: You may also pay for six months in advance (in January and July) and receive 2.5% discount.
- Option 3: School fees are payable in advance for 12 months January to December.

Your account must always be up to date. Failure to meet agreed upon arrangement, you will be handed over for debt collection. Your account should be never over by 30 days or more. We rely on school fee funds to run the school.

BUS SERVICE

Presda has several buses which transport learners to and from the school at an additional fee.

Parents are requested to contact the bus driver or the school in advance if their child will not be making use of the bus on any specific day. This will save fuel and time.

Learners who make use of the bus service are expected to adhere to the bus rules. The bus rules will be brought to the learners' attention from time to time. Parents will also receive a copy of the bus rules. Learners are required to be quiet and peaceful on the bus at all times, in order to ensure their safety.

PARENT INVOLVEMENT

Parents play just as important a role in the educational process of a child, as does the educator. The primary task of the parent is to create a safe environment, wherein the child can develop his full potential. This includes, among other things, the following:

- 1 Supplying **the child's needs** in respect of food, clothing, health care and love.
- 2 **Basic education** which includes good manners, acceptable behavior and respect of authority.
- 3 To **have a positive attitude** toward the school in order to ensure that you are a co-worker in the education of the child.

- 4 To realize that educators do occasionally make mistakes, but not to break down the authority of the teacher in the presence of the child. The same is expected from the educator. **Mutual respect** is necessary to ensure a successful education.
- 5 **Loyalty TO THE SCHOOL.**
- 6 At the **Foundation Phase** (Gr 1 - 3) it is expected of parents to listen on a daily basis to learners' reading lessons and to help with the learning of new spelling words from time to time.
- 7 At the **Intermediate Phase** (Gr. 4 - 6) parents are expected to control the learners' homework and to sign their homework books. Parents must endeavor to develop a routine so that the child will learn to do homework on a regular basis. Learners will need help initially in Gr. 4 with the preparation of tests.
- 8 At **Senior Phase level**, parents need to see that learners start working independently and planning ahead for the preparation of tests and projects.
- 9 Constant parental involvement, is very crucial. We understand that our parents all have work responsibilities, but the 10 - 15 minutes spent each day with your child, will prove to be worthwhile. Your reward will be a happy, contented child who makes good progress.
- 10 A very important facet of this is the presence of the parents at the **Parents' Evenings**. The learners receive their reports at this time and their progress is discussed with the teachers.

SCHOOL UNIFORM

All clothing must be marked CLEARLY. The school will willingly help to find lost clothing, but it is impossible to return the correct item of clothing to the owner if it is not marked. A fine of R50 per article of clothing will be charged for any unmarked items of clothing which is claimed, and items are redeemable at a cost of R50 per item.

SUMMER:

Boys: A navy-blue shorts, with a white short-sleeved shirt.
Black school shoes and navy-blue socks.

Girls: Navy blue tunic with white shirt.
Black shoes with short navy-blue socks.
Only blue or white elastics and ribbons are allowed.

WINTER:

Boys: Navy blue school tracksuit with a navy blue short-sleeved golf shirt and V-neck jersey.
or
Navy blue trousers with white long-sleeved shirt
Black school shoes and navy-blue socks or white/navy takkies with white soles.

Girls: Navy blue school tracksuit with a navy blue short-sleeved golf shirt and V-neck jersey.
Or
Navy blue slacks with white shirt and V neck jersey
Black school shoes and navy-blue socks or white/navy takkies with white soles.

SPORTS CLOTHES:

Boys and Girls wear the same attire.
Navy blue shorts with matching sports T-Shirt. takkies and navy-blue socks are worn with this.

SCHOOL ACTIVITIES

1 COMMENCEMENT AND RECESS TIMES OF SCHOOL:

	School Starts	1 st Break	2 nd Break	School Ends
Monday	07h45	10h00 – 10h20	11h50 – 12h00	14h00
Tuesday	07h45	10h00 – 10h20	11h50 – 12h00	14h00
Wednesday	07h45	10h00 – 10h20	11h50 – 12h00	14h00
Thursday	07h45	10h00 – 10h20	11h50 – 12h00	15h00
Friday	07h45	09h30 – 10h00		13h00

Please ensure that your child has food. It would be wise to pack healthy and no sweets are allowed.

- 2 A yearly calendar of events will be sent to you during the first week of the School Year. Please keep it handy so as to refer to it from time to time.
- 3 TUCKSHOP: We have a tuckshop at the school which sells toasted sandwiches and hotdogs, burgers etc., as well as fruit juice. You may choose to give your child money in order to buy food at school. On Fridays the various grades take turns in having a class cake sale, chips and spirals in order to raise funds for their classes.
- 4 CURRICULUM: THE CAPS CURRICULUM is presented at Presda, according to the curriculum as set by the Gauteng Department of Education. Learners are monitored carefully, so ensuring that they receive the necessary support in displaying a good demonstration of the various outcomes which are presented.
- 5 SPORTS: At Foundation Phase level, emphasis is especially placed on fine and gross muscle development. Junior learners participate in athletics as well as Action Ball, which is presented by an external individual.

The senior learners participate in the following types of sports: athletics, soccer, cricket, softball, cross country, netball, swimming, and table tennis. Learners are encouraged to participate in sport in a healthy Christian manner, and simultaneously to display good sportsmanship. All these sport activities take place during school hours in the sports period, so that as many learners as possible, receive the opportunity of participating.

- 6 CULTURAL: In order to culturally stimulate our children, the following activities are presented at Presda: general knowledge, choir, solo singing and art (e.g. glass painting, paper folding, pottery, etc.) Specialized art classes can be taken at additional fees. All these activities also take place during school time.

Presda's School Concert is an annual highlight on the school calendar. All learners take part in the school concert.

Presda's school choir pays a visit to several Seventh - Day Adventist congregations in Pretoria on an annual basis, presenting a top-quality programme of choir singing and recitations. This is a highlight for our choir.

Theatre groups and puppet shows are also invited to perform at Presda from time to time. The Gr. 7 class also presents a puppet show of high quality, once a year at Presda.

7. **COMPUTER CLASSES:** Learners can become computer-literate at a very nominal fee. The junior learners are taught basic typing, reading, spelling, writing and mathematical programmes as well as educational games. The senior learners do more advanced typing, research, using Encarta, and interesting programmes such as Coral Draw.
8. **MEDIA:** Presda has a stocked-up library which learners may visit and take out books, or do research for projects and assignments. The library also has a TV and video machine which is used to show educational videos.
9. **EDUCATIONAL OUTINGS:** learners are taken on educational outings at least once per quarter. Historical places or other places of interest which are in the curriculum, are discussed. Parents are notified well before the time of any outings which may be planned, and they need to ensure that learners are dressed neatly and are wearing shoes and socks for the outing.
10. **ENTREPRENEURIAL DAY:** As part of their curriculum, the senior learners get the opportunity to test their entrepreneurial skills. Learners are taught how to do planning, presentation and instructed on the business principles necessary in order to make it an educational experience.
11. **OLYMPIADES:** Senior learners (Gr. 4 - 7) are offered the choice to participate in the country-wide Olympiad Academica. Learners write this “unprepared” test in September on the work they have done during the year. Our learners have achieved well in the past, and we are very proud of them.
12. **APTITUDE TESTS:** Gr. 7 learners do aptitude tests during October in order to teach them how to make more meaningful subject choices in High School.
13. **OPEN DAY:** Presda has several Open Days near the end of the year, when all the new children are introduced to the school and evaluated for admission for the year to come, however parents are free to call the school at any time in the year.
14. **FUNDRAISING:** Presda has an active class representative association which oversees the fundraising. There are usually two large fundraising functions during the year. Presda strives to have 100% parent involvement with the attendance and support of these functions. Funds raised in this manner are used to develop the school.
15. **COMMUNICATION:** A circular letter is sent out every second week. Parents are asked to read this letter thoroughly and to return the tear-off return slip to school. The school also communicates via Sms and WhatsApp. Communication between the school and the parent/s is crucial, and your co-operation is much appreciated.
16. **SCHOOL CHAPLAIN:** The school has a minister who serves as school chaplain. The chaplain is available on appointment, should a learner or any parent have a problem they wish to discuss with him/her in confidentiality.
17. **ROBOTICS:** We are so excited that from February 2022, learners will be offered robotic lessons at a nominal fee.
18. **SWIMMING:** The school has managed to contract a swimming school to assist learners with swimming lessons. Learners are taken to the swim school and back to school.

DISCIPLINE:

- 1 An undisciplined parent rears an undisciplined child. Educators can only rectify undisciplined children to a limited extent. Train up a child in the way he should go, and when he is old he will not depart from it. Proverbs 22 v 6

- 2 Respect:
 - Discipline is based on respect
 - Parents must earn respect from their children

 - Children must be taught from a young age to address people (parents, grandparents, educators, strangers) correctly and politely
 - It's the parents' duty to teach a child respect for his/her educators and other adults.
 - Each family must have rules in preparation for school

- 3 Rules:
 - Fixed times to go to bed and to get up, and to have meals. Parents must observe and enforce these rules where necessary.
 - Cleaning up: Children must learn to clean up when they have finished an activity.
 - Clean-up must have time frame.

TEACHING VALUES TO CHILDREN

"You shall teach them diligently to your children, and shall talk of them when you sit in your house, when you walk by the way, when you lie down, and when you rise up . . . You shall write them on the doorposts of your house and on your gates." Deut. 6: 7 -9

VALUE	MONTH
Obedience and respect	January and February
Responsibility	March
Kindness and Compassion	April
Honesty and Integrity	June, July
Perseverance	August
Loyalty and Commitment	September
Self-control	October
Contentment and Thankfulness	November
Faith in God	The whole year long