



Bethel College High School

Physical Address

40 Kentane Road
Butterworth
4960

Contact Numbers

Tel: (+27) 047 491 7015
Fax: (+27) 047 491 7016

Postal address

Private Bag X 3095
Butterworth
4960

BROCHURE

2018

1. MISSION AND VISION

Our Mission is to impact South Africa through the lives of learners who have been:

- Inspired to accept Jesus Christ as their personal Saviour.
- Equipped with a balanced modern education.
- Challenged to commit their lives to unselfish service wherever they may find themselves

Or Vision is a school that reflects ever higher standard of excellence, Physically, spiritually and mentally

OUR OBJECTIVES ARE:

- a) To improve the academic quality of all grades that would be reflective of an institution of excellence.
- b) To create a budget that would support the provision of quality resources for effective teaching and learning.
- c) To provide a positive and safe environment that would contribute to effective conditions of learning.
- d) To develop a staff development program that would ensure quality service provision.
- e) To develop a strong Spiritual ethos at the school, that will enable each learner to develop a Christian character reflecting the image of our Creator.
- f) To incorporate activities that promote the Social, Mental, Spiritual and Physical growth of educators and learners in our extra-mural activities.
- g) To strengthen active collaboration amongst the school, parents and church.
- h) To conduct quarterly safety inspections at the school to ensure that the school meets the health and safety requirements of the local authorities.

2. OUR HISTORY

Bethel College Primary School started operating in 1995, even though the classroom facilities were rented from the Bethel College of Education. There were no boarding facilities for the primary learners. Boarding learners were staying in some staff houses as paying guests. The situation changed in 1998 when the college administration agreed to accommodate the high school learners in their dormitories under the supervision of the college deans. The primary school eventually grew into school. Our first matric batch graduated in 1999. Many of our learners found Christ in our school and are still witnessing SDAs

3. LOCATION, REGISTRATION, CURRICULUM AND ACCREDITATION STATUS

- Bethel College Primary/High School is registered with the Eastern Cape Education Department (Emis Number: 200300869) and is situated on a farm property in the Eastern Cape, 7 kilometers out of Butterworth on the Kentani Road.
- Bethel College Campus is a quiet, serene and safe environment away from the frantic life and noise of the town or location. As such it is conducive to proper and focused education.
- Bethel College Primary/High School offers quality education from Pre-school to Grade 12 and follows the curriculum of the National Education Department. The school works hand in hand with the local District Office of the Eastern Cape Education Department and its teachers are guided by local subject specialists and other district officials.
- The curriculum and programs of the school are supervised by the Adventist Accrediting Association (AAA) with whom it presently carries a two year accreditation status. The school also falls under the accreditation mandate of Umalusi.

4. SCHOOL ETHOS AND CHARACTER

- The school ethos and daily practices reflect those of the Seventh-day Adventist Church. Parents and learners must agree to submit to such practices before finalizing their applications
- Some of the unique Seventh-day Adventist emphasis and practices are:
 - Sabbath hours (starting from sunset on Friday evening to Sunset on Saturday evening) are regarded as holy and dedicated to spiritual activities. No secular meetings or activities will be allowed during these hours.
 - Prayer meetings are conducted on Wednesday and Friday evenings and worship is conducted daily in the dormitories and before school starts.
 - Vegetarian meals are served in the dining hall

- Bethel College Campus is a no-smoking zone for both learners and/or visitors to the campus (The drinking of alcoholic beverages is also not allowed)
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5. ORGANIZATIONAL STRUCTURE

- Bethel College Primary/High School is a single institution under the leadership of a school principal and deputy principal. The school is structured in three sections (Primary, Senior Phase and High School) each section operates under the supervision of a Head of Department.
- A ***School Governing Board*** consisting of elected members from parents teachers and students as well as appointed members from the Seventh Day Adventist church deals with policy items and matters relating to the overall management of the school.
- A list of current School Board members is available on request.

6. ADMISSIONS POLICY

- Any learner who is willing and able to benefit from the distinct education offered by Bethel High School will have an equal chance to be admitted to the School and to benefit from all of the school programs Therefore:
- No learner will be denied admission on the basis of his or her race, colour, creed, religious background or any other form of discrimination.
- Admission tests may be administered to guide the placement of a learner.

However

- No learner who has failed grade 12 at Bethel College High School or any other high school in the preceding year will be re-admitted or accepted as a learner of the school. Such learners are advised to apply to a FET college or specialized center for helping repeaters to improve their grades.

7. LANGUAGE OF INSTRUCTION

Bethel College Primary/High School is a double medium school with English as medium of instruction. Learners must study two languages and may choose English or IsiXhosa as Home Language. When English is chosen as Home Language IsiXhosa or Afrikaans may be chosen as First Additional Language. When IsiXhosa is chosen as Home Language English or Afrikaans may be chosen as First Additional Language.

8. THE HIGH SCHOOL

- High School is divided into two sections
 - Middle School(General Education & Training(GET) GR 7-9)

- High School(Further Education & Training(FET) Grade 10-12)
- Each section is under leadership of a Head of Department and all queries etc should always be addressed to the relevant HOD.
- Prefects shall be elected annually from all grades.
- Matric Banquet
 - It is customary for the school to organize a farewell Program for matrics during the second week-end of the first quarter each year.
 - Parents and a partner from within the school may also attend the Function.
 - Each person who attends the function is expected to make a financial contribution that is determined annually according to the estimated cost of the Week-end Function.
- Note: Grade 10, 11 and 12 learners are expected to attend extra classes in the afternoons, on Sundays and during certain holiday times in order to ensure adequate preparation for the final matriculation examination.

6. CODE OF CONDUCT

BEHAVIOUR

Learners should be polite and show respect to fellow learners and adults at all times.

- No rough games are to be played and no obscene language should be used.
- Learners may not use or display walkmans, radios, cell phones whilst on the school premises. Violating the above rule will result in confiscation.

The following misbehaviors (including those outlined in our code of contact) will be severely dealt with and will result in disciplinary action taken being implemented.

- Refusal to obey a teacher's lawful command
- Bullying. Fighting and any form of gangster-typebehaviour
- Cigarette smoking and drinking of alcohol beverages.
- Possession and using/selling drugs.
- Possession and display of Pornographic material.
- Possession of fire arms, dangerous weapons and poisonous substances.
- Vandalism.

- Immorality which may include any sexual activity – including homosexual or lesbian activities.
- Going into the residences of the opposite sex or entertaining opposite sex in the residences.
- Learners should not leave the school premises without permission during school hours.

PREGNANCY

- A girl who is pregnant will not be allowed to register for the current academic year.
- If a girl becomes pregnant during the year, she will be expected to go home after which she will be allowed to register in the following academic year.
- If a girl becomes pregnant by a Bethel School learner, the boy responsible for the pregnancy will also go home.

PUNCTUALITY

- Learners should be on school premises by 8.00 am.
- Morning assembly and worship are compulsory for all learners.
- Learners must be punctual for assembly and observe silence during worship time.

UNIFORM

- Neat and correct uniform must be worn daily to school.
- Learners should not walk with their hands in their trouser pockets or with caps on in the school premises.
- Hairstyles with fiber, dreadlocks, singles etc, that attract undue attention are not allowed.
- No jewelery may be worn to school including tongue rings.
- Uniform
- Girls: Navy blue plain skirt; White shirt ; School tie; School Jersey ; School Blazer.
- Black school shoes with school socks.
- Boys: Grey trousers ; White shirt ; School tie ;
- School Jersey; School Blazer.
- Black school shoes with grey socks. (No Suede shoes are allowed)
- School 'drimacs' can be worn only on rainy days.
- Navy blue hats may be worn during winter.
- School jersey, socks, ties, 'drimacs', blazers and badges can be bought from **Jasmine Clothing & Uniform Centre**, 24 Fuller Street, Butterworth. Tel: 047 491 1084.

WINTER UNIFORM GIRLS

- Navy or Black tights may be worn.
- Navy Blue trousers only. (To be used during the Second and Third Terms ONLY)

9. INFORMATION FOR BOARDERS

- Boarders may never leave campus without permission.
- All study periods and Church meetings are compulsory.
- All boarders must observe the time schedule for school, study, cafeteria, sleeping time and church. A supervised study period every afternoon must be attended.
- Once in a fortnight, on a Sunday, boarders are allowed to go to town with the Deans.
- For communication purposes, cell phones are allowed, after school hours. Violation of this results in confiscation. Confiscated cell phones will be returned to the owner only at the end of one week after payment of the stipulated fine.
- **Church Attire:** Church attire will be more formal in keeping with the sacredness of the worship experience.
- Girls: Black and white formal wear.
- Boys: A formal trouser with a formal shirt and a tie.

10. SUBJECTS

Grades 7 – 9 (GET-Band)

- All the prescribed subjects plus Bible are compulsory.
- English and IsiXhosa are taught at both Home Language or First Additional language levels
- Afrikaans is taught as a First Additional Language

Grades 10 – 12(FET-Band) Subject choices must be indicated on the application form

- **Please note that learners may only choose Mathematics in grade 10 or 11 if it has been passed in the previous year**
- It is mandatory that all Grades 10 - 12 learners must learn 8 learning areas out of which 5 are compulsory. They are
 - English (LOLT) - Taught at both 1st and 2nd language levels
 - Xhosa or Afrikaans - Xhosa is taught at both 1st and 2nd language levels and Afrikaans is taught at second language level
 - Mathematics or Mathematical Literacy
 - Life Orientation and Bible
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- **Learners should choose one subject from each of the following groups.**

Life Sciences **or** Economics or Geography

- Physical Sciences **or** Accounting or History
- Agricultural Science **or** Business Studies or Business Studies.

11. PARENTAL OBLIGATION AND RESPONSIBILITY

- Parents are urged to impress upon their children the necessity of strict compliance to the school rules.
- Parents are reminded to monitor their children's academic performance. Parents must feel free to contact their child's register or subject teacher to discuss their academic progress
- Dormitory parents are expected to stay in touch with their children and what is happening in their lives. Please make a point of regularly contacting the matron or preceptor to discuss your child's life in the dormitory.
- Parents are obliged to ensure that their children are supplied with the necessary uniform, text books and stationery.
- **Please ensure that school fees are paid promptly according to the payment plan indicated in the financial section below.**

12. SCHOOL OBLIGATION AND COMMITMENT TO SERVICE DELIVERY

The school undertakes to deliver an education package in line with the spirit and letter of what is described in this brochure. If, for some unforeseen reason,

- **it becomes impossible to render a particular service or**
- **if it becomes necessary to change the nature of a particular service or**
- **to add one or more additional services to those that are described herein,**

The school promises to inform the parents and learners as soon as practically possible through established structures and procedures.

All teachers, administrative, office and other support staff commit themselves to consistently

- **Treat learners and parents with dignity, respect and common Christian courtesy.**
- **Deal with reasonable requests as speedily as practically possible**

- **Communicate the outcome of requests in a professional manner**

13. APPEALS PROCEDURE

- A parent or learner who feels aggrieved or unfairly dealt with is invited to first discuss the matter with the relevant person or his/her direct supervisor.
- If the matter is not resolved satisfactorily within a reasonable time frame it must be taken to the school principal who will investigate or arbitrate as necessary.
- If the matter is, in the opinion of the parent or learner, still not resolved satisfactorily, a written appeal should be lodged with the principal who will present it to the School Governing Board for a final decision.

14. FACILITIES AND SERVICES

- Bethel College Primary/High School has sufficient classroom space and furniture to accommodate 500 or more learners
- 3 Dormitories and dining hall facilities cater for the needs of boarders
- A contract transport is available to transporting day scholars to and from school.
 - Admission on the transport is only allowed if fees are paid as required
 - Learners will be picked up/dropped as close to their homes as is practically possible.

16. FINANCIAL INFORMATION

(please note: financial information presented is for 2017, a minor adjustment will apply for 2018)

Grades	Day Scholar	Day Scholar & School Transport	Boarder
PreR-R : Deposit	R 1,674	R3,186	
9 Monthly Payments	R 434	R 826	
Total	R 5,580	R 10,620	
1 & 2 : Deposit	R 1,862	R 3,374	R 7,345
9 Monthly Payments	R 483	R 875	R 1,904
Total	R 6,206	R 11,246	R 24,482
3 & 4 : Deposit	R 1,910	R 3,422	R 7,390
9 Monthly Payments	R 495	R 887	R1,916
Total	R 6,368	R 11,408	R 24,632
5 & 6: Deposit	R 2,025	R 3,537	R 7,508
9 Monthly Payments	R 525	R 917	R 1,947
Total	R 6,749	R 11,789	R 25,027
7 – 9: Deposit	R 3,331	R 4,645	R 8,623
9 Monthly Payments	R812	R 1,204	R2,235
Total	R 10,444	R 15484	R 28,742
10 -12: Deposit	R3,497	R 5,009	R 8,986
9 Monthly Payments	R906	R1,855	R2,330
Total	R 11,655	R 16,695	R 29,952

Please NOTE: Deposit is paid ON OR BEFORE the first day of school

The School Board reserves the right to adjust the fees. At least 1 month notice will be given. Normal practice is to review school fees by or before the 3rd quarter of the current school year. The new fees are applied in following year.

Fees must be paid as stipulated:

- The deposit is paid at the time of registration or not later than the first school day of 2018.

- Monthly instalments must be paid before the last day of every month.
- Monthly instalments start from February and continue to October
- All fees must be paid up by 31 October 2018.
- **Accounts that are not paid up by the due date will be handed over to a debt collection agency by 15 November or immediately upon withdrawal of the child unless prior satisfactory arrangements are made with the school. It is in the client's interest to prevent this step as it inevitably results in significant penalties, additional interest and/or black listing.**
- **Learners whose accounts are in arrears will not be permitted to attend classes and/or examinations neither will school reports be issued unless prior arrangements are made with school management.**
- School fees are payable up to the end of the month in which the learner is withdrawn from the school.
- A discount of 5 % and 10 % on Tuition will be given for the second child and the third child respectively if the fees are paid up before 30 June.
- If the fees are paid by a Sponsor/ Trust, in case of refund, the money will be paid back only to the Sponsor/Trust.
- All payments must be paid through bank transfer (See details below) and the deposit slip must be faxed to the school.
- Student's Surname and first name must be reflected under "reference" in the deposit slip.

15. BANK DETAILS:

Name of Bank : Standard Bank – Butterworth Branch

Account Number : 280 880 189

Account Holder : Bethel College Primary Type of Account: Current
Account

CONTACT DETAILS:

- Principal: 083 791 8807
- Email: principal.bethelcollege@gmail.com
- School Accountant – 072 5873685
- E-mail: bethelaccounts@cc.adventist.org