



# Bethel College High School

## Physical Address

40 Kentane Road  
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4960

## Contact Numbers

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## BROCHURE

2020

### 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

**Our Vision** is a school that reflects ever higher standard of excellence, Spiritually, **Physically** 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 which 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.

## **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

## **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 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 three year accreditation status. The school also falls under the accreditation mandate of Umalusi and the school is currently in the process of applying for accreditation. The self-evaluation phase of the accreditation has been completed and the school is now awaiting a response from Umalusi.

## **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 emphases 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.(deans are responsible for the daily worship in the hostels)
- 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)

### **ORGANIZATIONAL STRUCTURE**

- Bethel College High School is single institution under the leadership of a school principal and a deputy principal. The school is structured in two sections (Primary 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.

### **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 interviews will be conducted in Mathematics and English at the beginning of the year for new learners before being admitted to any grade.

### **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 may be chosen as First Additional Language.

## THE HIGH SCHOOL

- The High School is divided into two sections[Middle School Grade 7-9 and High School Grade 10-12]
- These two sections are under leadership of a Head of Department and all queries etc should always be addressed to the high school HOD.
- There is a school choir for each section.
- Representatives for the Learner Representative Council are elected annually from Grade 10 and 11 students. The LRC is made up of various portfolios and these portfolios, under the guidance of the staff sponsor, plan and run various student activities.
- Matric Banquet
  - It is customary for the school to organize a farewell Program for matrics during the second week-end of the second 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.

## 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 used at all times.
- **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 misbehavior will be severely dealt with and will result in immediate suspension or expulsion.

- Refusal to obey a teacher's lawful command

- Bullying. Fighting and any form of gangster-type behaviour
- 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 without permission 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 7:45 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 jewelry 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.
- 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)

#### **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 evening must be attended.
- Once in a fortnight, on a Sunday, boarders are allowed to go to town with the deans accompanying them.
- For communication purposes, cell phones are allowed only **after school hours**. Violation of this results in confiscation. Confiscated cell phones will be returned to the owner only after payment of the stipulated fine. Parents are encouraged to give their children a basic cellphone for communication purposes only.
- **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.

#### **SUBJECTS**

Grades 7 – 9 (GET-Band)

- All the prescribed subjects plus Bible are compulsory.
- English is taught at Home Language level.
- IsiXhosa and Afrikaans are taught as a First Additional Languages

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

- 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
  - Agricultural Management Practice

Learners should choose one subject from each of the following groups.

- Life Sciences **or** Economics
- Physical Sciences **or** Accounting
- Agricultural Science **or** Business Studies
- Geography

#### 1. 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 is paid promptly according to the payment plan indicated in the financial section below.**

#### 2. 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
- 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

### 3. 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.

### 4. FACILITIES AND SERVICES

- Bethel College Primary/High School has sufficient classroom space and furniture to accommodate 500 or more learners.
- A school library which enriches learning opportunities
- 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.
- The school has a **strategic plan** to develop additional facilities. The following facilities should be developed within the foreseeable future:
  - Playground for Foundation Phase learners
  - 2 Media centers with data projectors for use with E-learning programs
  - Internet facility for learner research and assignments
- **Parents or other interested parties are invited to make a contribution to the development of additional facilities at school**



### FINANCIAL INFORMATION

GRADES	DAY SCHOLAR	DAY SCHOLAR & SCHOOL TRANSPORT	BOARDER
PreR-R : Deposit 9 Monthly Payments <b>TOTAL</b>	R1 883 R488 R6 275	R3 580 R928 R11 932	
1 & 2 : Deposit 9 Monthly Payments <b>TOTAL</b>	R2 102 R543 R6 977	R3 792 R983 R12 637	R8 251 R2 139 R27 502
3 & 4 : Deposit 9 Monthly Payments <b>TOTAL</b>	R2 151 R556 R7 155	R3839 R997 R12 812	R8302 R2153 R27 679
5 & 6 : Deposit 9 Monthly payments <b>TOTAL</b>	R2 276 R590 R7 586	R3 973 R1 030 R13 243	R8 438 R2 187 R28 121
7 – 9 : Deposit 9 Monthly Payments <b>TOTAL</b>	R3 525 R912 R11 733	R5 217 R1353 R17 394	R9 692 R2 511 R32 291
10 – 12 : Deposit 9 Monthly Payments <b>TOTAL</b>	R3928 R1018 R13 090	R5 629 R1 459 R18 760	R10 103 R2 617 R33 656

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 3<sup>rd</sup> 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 2020.
- Monthly installments must be paid before the last day of every month.
- Monthly installments start from February and continue to October
- All fees must be paid up by 31 October 2020.
- **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.
- No refund on down payment.
- All payments must be paid through bank transfer (See details below) and the deposit slip must be emailed to the school.
- Student's Surname and first name must be reflected under "reference" in the deposit slip.

#### **5. 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: 083 324 4453
- (Email: principal.bethelcollege@gmail.com)
- School Accountant – 072 587 3685
- (E-mail: bethelaccounts@cc.adventist.org)