

# KLOOF SENIOR PRIMARY SCHOOL



## **INFORMATION GUIDE**

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**Welcome**

On behalf the pupils and staff of Kloof Senior Primary I would like to extend a very warm welcome to you and your child to this school. Should you have any queries or concerns please do not hesitate to contact the school as we look forward to a very happy association. Thank you for your support.

**MRS. B FINCH - PRINCIPAL**

**About Kloof Senior Primary School****Vision**

To be the leading co-educational senior primary school in the Highway community

**Mission**

Kloof Senior Primary School will provide a well-balanced, holistic education in a secure environment, instilling a sense of pride and accountability based on a partnership of mutual respect and acceptance.

**History**

Kloof Senior Primary School was opened in February 1927 and was known as Kloof Governing School. The first Principal was Miss L. Davies with 41 pupils of all ages and built on the site of the present Kloof Pre-primary School. In 1959 the school roll was 270 pupils and the Education authorities decided to build pre-fabricated classrooms on a plot in Dan Pienaar Road, which is now the Senior Primary top sports field. K.S.P. split from Kloof Junior Primary School in 1965 and a new school building was built in Abelia Road to accommodate Grade 1 to Grade 3 learners.

**Our Staff****School Management team : ( Acting Principal and one Head of Department )**

**Mrs Bernice Finch is the Principal and Ms Karen Leppan and Rob Thatcher are our HOD's**

**Office Administrative Staff**

Mrs Sherry Cullen acts as receptionist and Admission Secretary and Mrs Lorraine Macdonald is our bursar. We have two additional secretaries Mrs Lindsay Boyter (Admin) and Mrs Berryl Tonkin.

**Grade 4**

At Kloof Senior Primary we have 4 grade 4 educators namely Mrs Richards who is the grade coordinator, Mrs F. Beneke , Miss S. Prithvraj and Miss C. Cooper

**Grade 5**

Our 4 educators include Mrs T. Essery (grade coordinator), Mrs J. Salomon, Miss C. Unteidt and Mrs N. Olds

**Grade 6**

Mrs S. Nightingale (grade coordinator), Mrs G Ross, Mrs . Shaik and Mr J. Rawlinson

**Grade 7**

The Grade 7 educators include Mrs Moolman (grade co-ordinator), Mrs T. Smith, Mrs L. Blizard ,Mrs A. Hardey and Mr R. Moolman.

**Information Technology Department**

The Information technology department consists of a computer centre run by Mrs K. Naidoo and the Media Centre run by Mrs J. Halse.

**Specialist teachers**

We have the following specialist teachers: Music - Mrs D.Taylor, I.T.-Mrs K. Naidoo, Sports Officer, Mrs B. Janssens , Guidance counsellor- Miss M. Vanas , Afrikaans – Mrs M. Viljoen and Mrs A. Koetsier

**Support Staff**

Our support staff includes Mr G. Williams, our Estate Manager, Mrs Lindsay Boyter (Office Assistance), Mrs Juliet Gumede, Mr Petros Nene, Mr Wenzel Sithole , Miss S. Mdlalose and Ivan Ngcobo.

## **ADMISSION POLICY**

### **Right of Access**

The school believes that every child has the right to attend a school in his or her neighbourhood and that all children who live within the Kloof geographical area should be eligible for admission, subject to the application of valid educational criteria. These include:

#### **Age**

No pupil shall be more than two years above the average age of the grade to which admission is sought. A Birth Certificate or ID book must be produced on application.

#### **Health**

Notifiable diseases will constitute grounds of non-admission or removal of a pupil. Parents are required to produce a BCG as well as a DPT certificate.

#### **Residence**

Pupils from the School's traditional feeder area will receive preference. Applications from outside these areas will be treated on merit. Admission of pupils outside the feeder area may be accepted, at the discretion of the Principal.

#### **Culture**

The schools of Kloof should serve the communities of Kloof. For this reason, the Kloof Senior Primary School community has the right to make known its unique culture and ethos. While our school is an English medium school, offering English only as the main language to pupils from Grade 4 – 7; second language Afrikaans and Zulu is also compulsory for all pupils. It is believed that the traditions, values, standards and individual character of the Kloof Senior Primary School as well founded and worth preserving. Nevertheless, the importance of adapting constructively to the changes that occur from time to time must be acknowledged.

#### **Selection**

Pupils applying for admission to the Kloof Senior Primary School should be selected on the basis of their ability to benefit from the education offered by the school. Preference will be given to Grade Three pupils in the Kloof geographical area. All other applications will be placed on a waiting list and, at the discretion of the Principal, an interview may be requested. The pupil's most recent report plus any other applicable documentation (e.g. psychological tests, assessments etc.) must accompany the "Application for Admission" form.

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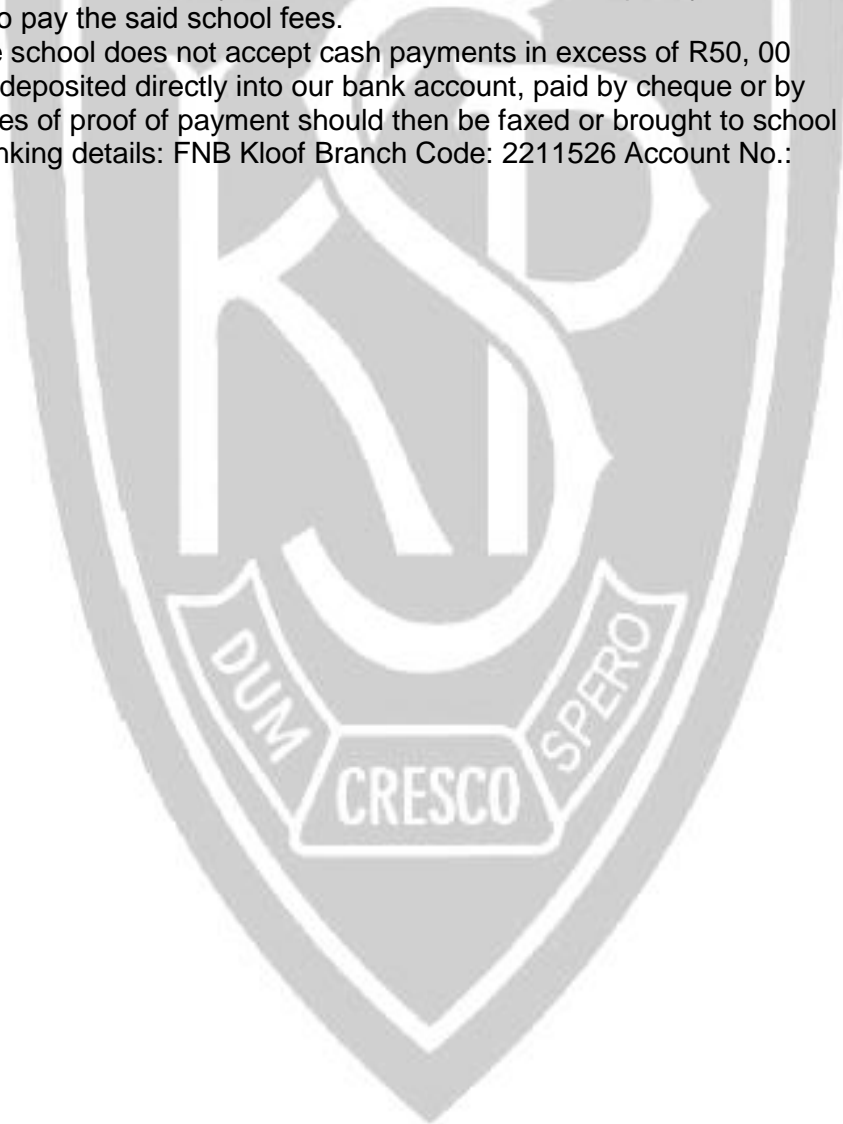
#### **Partnership**

The school believes that education is a partnership between school and home; between parent, teacher and pupil. Commitment and co-operation ensure the success of the partnership.

### **School Fees**

As a public school, the State's contribution to the cost of the school is limited to the salaries of teaching staff formally provided in terms of a quota. All other operating costs of the school (maintenance, education and sport requirements etc.) as well as the cost of any additional staff employed by the school, have to be met by the school from fees paid by parents. Legislation makes the payment by parents of such school fees set by the school compulsory. Nevertheless, provided other criteria outlined above are met, no pupil making application to attend or continue at Kloof Senior Primary School will be denied access purely on the basis of the parents' inability to pay the said school fees.

For security reasons the school does not accept cash payments in excess of R50, 00 All payments should be deposited directly into our bank account, paid by cheque or by electronic transfer. Copies of proof of payment should then be faxed or brought to school for allocation purposes: Banking details: FNB Kloof Branch Code: 2211526 Account No.: 50730302424



### **Physical Capacity of the School**

The above admissions criteria are subject to the constraints of the physical capacity of the school in terms of number of classrooms and pupils per classroom. For as long as the actual numbers in the school fall short of the accepted capacity limit, admission preference will be given to redressing previous racial imbalances amongst pupils, rather than just increasing the number of pupils in the school in order to reach this capacity. An increase in the number of children of culture groups other than white will be obtained by appropriately marketing the school, whilst maintaining acceptable standards as already specified in other admission criteria.

### **Excursions**

We visit places of interest that are topical and related to our learning programmes.

### **Hours, Sports and Uniform**

#### **School Hours**

**Monday – Thursday : 07h45 – 14h00, Friday only : 07h45 – 13h00**

**14:15 - 15:15 Extra-curricular activities**

#### **Sports Houses**

We have 4 sports houses namely:

Richmond - Blue house

Hendry - Red house

Field - Yellow house

Shepstone - Green house

### **Uniform**

#### **School Stockists**

Little Gem

98 Overport Drive

Durban

Tel: 2076733/343

Fax: 2076730

Second hand shop facilities are available at school.

Contact

Mrs. Shurety on

072 568 4451

#### **Boys Uniform**

Grey shorts

White short sleeved shirt

Black lace-up shoes

KSP socks – (grey with blue stripe)

KSP school tracksuit

Regulation PE kit –

Blue quantec shorts & house

Shirt

Blue/yellow swimming costume

(Optional – navy blue Quantenc shorts)

Regulations school bag  
Navy blue hat  
Voluntary navy blue v-neck pullover

### **Girls Uniform**

Yellow/white checked gingham dress  
White ankle socks  
Black lace-up or single trap shoes  
KSP school tracksuit  
Regulation PE kit –  
Blue quantec & House shirt  
Blue skorts (sport)  
Blue/yellow swimming costume  
(Optional – navy blue quantec shorts)  
Regulation school bag  
Navy blue hat  
Voluntary navy blue pullover or cardigan



## KLOOF SENIOR PRIMARY SCHOOL

### SPORTS UNIFORM

#### HOCKEY / NETBALL

Navy blue culottes  
 Yellow sports shirt  
 Blue & yellow hockey socks  
 Short white socks (netball)  
 Running shoes/hockey boots  
 Shin pads (hockey)

#### 1st Team

Navy blue culottes  
 White 1<sup>st</sup> team shirt (supplied by the school)  
 Long blue/yellow (hockey) socks  
 Short white socks (netball)  
 Running shoes/hockey boots

#### BOYS HOCKEY

Yellow sports shirt  
 Blue quantec shorts  
 Blue/yellow rugby socks  
 Hockey boots/running shoes  
 Shin pads

#### 1st Team

Blue quantec shorts  
 Hockey boots/running shoes  
 Blue/yellow 1<sup>st</sup> team shirt (supplied by the school)  
 Blue/yellow socks

#### RUGBY

Yellow/blue rugby jersey  
 Blue boxer shorts  
 Blue/yellow rugby socks  
 Rugby boots

#### 1st team

Rugby boots  
 Blue boxer shorts  
 Blue/yellow rugby jersey (supplied by the school)  
 Blue/yellow rugby socks

#### CRICKET

White golf shirt with badge, white boxer shorts, long white socks and white cricket cap or floppy hat with school bag.

#### CROSS-COUNTRY

Blue/yellow vest (supplied by the school)  
 Blue quantec shorts  
 Running shoes (optional)

**ATHLETICS**

Coloured house shirt (practices/Interhouse sports)  
 Blue/yellow vest (supplied by the school)  
 Blue quantec shorts  
 Running shoes (optional)

**P.E.**

Blue quantec shorts  
 Yellow or coloured house shirt  
 KSP swimming costume  
 Towel, cap & sunblock

**SOFTBALL (girls)**

Yellow sports shirt  
 Blue quantec shorts  
 Blue and yellow socks  
 Running shoes

**SWIMMING**

KSP costume  
 Cap – colour of house

**School Swimming team**

KSP costume  
 Yellow swimming team T/shirt  
 KSP towel  
 KSP cap (supplied by the school)

**TENNIS**

Navy blue culottes (girls)  
 White golf shirt  
 Blue quantec shorts (boys)  
 Short white socks  
 Running shoes

**1st Team**

Navy blue culottes/blue quantec shorts  
 White golf shirt



## **Parent Involvement**

When parents enroll their children at Kloof Senior Primary School it is expected that they are willing to support and adhere to the rules and regulations of the school. A Code of Conduct document is enclosed with all Admission applications.

## **Absence**

Please inform the school if your child is unable to attend school. An absentee note is required when the child returns to school. If your child is absent with an INFECTIOUS DISEASE would you please inform the school secretary as we have to notify the Provincial Health authorities. In case of children being ill or injured at school, parents will be contacted. The continued updating of personal particulars is vitally important to enable us to contact you when your child is ill or injured.

## **Interviews and reports**

While parents are offered every opportunity to meet the Principal and teachers, you are requested to phone the secretary to book formal interviews. A formalized Parents Interview time will be arranged in the third term. During this time, parents are given the opportunity to see their child's work and discuss their progress with the teacher. Written school reports are sent home at the end of the first and second terms and at the end of the year.

## **Committees**

Parents are encouraged to serve on the various committees at the school. In this way you can become a fully integrated member of Kloof Senior Primary School. Some of the committees you can join are the fundraising, catering, Media Centre, flowers, gardens etc. You could even be nominated by a fellow parent to serve on the Governing Body.

## **Newsletters**

KSP newsletters will be issued throughout the term informing parents of forthcoming events and other activities. Newsletters are sent out to keep parents abreast and updated of various functions. Parents are required to sign acknowledgement thereof by signing their child's homework book.

## **General**

### **Messages**

Parents must make all necessary arrangements with their children prior to arrival at school. Lunch, sports kits etc brought to school must be handed in at reception.

### **Lost Property**

This can be found in Room A. We do not take responsibility for unmarked items of clothing.

## **Recycling**

Under the direction of Mrs. Melody Morris the school has a very active recycling programme, which includes the collection of:

Tuesdays - Glass and ink cartridges

Wednesdays - Cans

Thursdays - Cardboard

Fridays - Paper

Any parents who are able to assist Mrs. Morris should contact her on 084 778 8155

**Private Classes**

Private classes for Judo, swimming, Modern dancing and music as held on the school premises.

**Homework Centre**

A Homework Centre operates at the school, which is run by Jenny Rice and Educators of Kloof Senior Primary. For further details please contact the secretary.

