

Reg. No. 2016 / 12 / 31

GROWING IN GRACE CHRISTIAN PRIMARY **GATE ACCESS CONTROL POLICY**

1. PROCEDURE IN THE MORNING

1.1. Section 20(1)(g) of the South African Schools Act 84 of 1996 ("SASA") empowers the governing body of a public to administer and control the school's property, buildings and grounds.

1.2. The Gate will be unlocked at approximately 06:30. Although learners may then enter the school premises, it should be noted by parents that no supervision is provided by educators on the school premises between 06:30 and the official start of the school day at 07:00. Learners on the school premises who may require any assistance during that period will therefore need to seek out any educators who may be in the staff room or in their classrooms at that time. The responsibility for learners thus remains with the parents until the official start of the school day at 07:20.

1.3. The school entry gate will be locked at approximately 07:15 and any learners who arrive late (that is, after the start of the official school day at 07:25) parents or transport driver will be required to report to the school office.

1.4. Staff vehicles will access and exit the school premises via the large entry gate, where they will be allowed to use the parking lot. No visitors will be allowed on those parking lots.

1.5. Learners who are regularly brought late to school will be identified and their parents will be interviewed by the SGB in an endeavour to rectify the problem

2. PROCEDURE IN THE AFTERNOON

2.1. The gate will be unlocked at 13:00 and locked again at approximately 14:00. The Foundation Phase teachers' assistants will supervise this gate whilst it is open, and learners are required to remain inside the school premises until they are collected.

2.2. Scholar patrols will be on duty at the pedestrian crossings on Norman Drive and 13th Avenue from approximately 13:35 until approximately 14:00.

2.3. All learners (other than those participating in extra-mural activities) are required to be collected by their parents punctually at the end of the official school day at 13:45. It should be noted by parents that no supervision is provided by educators on the school premises after the end of the official school day and it is therefore the responsibility of parents to ensure that their children are collected from school punctually at the end of the official school day.

2.4. Learners participating in an extra-mural activity must be collected by their parents punctually at the advertised completion time for that activity. Any of those learners who have not been collected by then will be booked into the Aftercare Facility by the educator supervising that extra-mural activity and the parents concerned will be billed for the time that their children spend in the Aftercare Facility.

2.5. Learners who are regularly collected late from school or after extra-mural activities will be identified and their parents will be interviewed by the SGB in an endeavour to rectify the problem.