



HOËRSKOOL BEKKER

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HOËRSKOOL BEKKER

HOSTEL

CODE OF CONDUCT AND RULES

2025

1. Effective Date: 01 January 2025
2. Revision History: 30 November 2024

APPROVAL:

Recommended by: (School Principal)	Mr. A. Rademan	Signature:	
Date:	30 November 2024		
Approved by: (SGB Chairperson)	Mr. A. Appelcryn	Signature:	
Date:	30 November 2024		



1. INTRODUCTION

The code of conduct has been established in line with the appropriate determinations of: The Constitution of the Republic of South Africa, Act 108 of 1996; The South African's Schools Act, Act 84 of 1996; The Norms and Standards for School Financing and appropriate provincial legislation.

The principal, Management team and Governing Body of Bekker Hostels have duly consulted with the Representative Council of Learners, parents/legal guardians and educators to establish a Code of Conduct for the hostel.

The Code of Conduct is therefore the product of a co-operative effort of all the role players in the Hostel, aimed at establishing a disciplined and purposeful hostel environment.

2. THE IMPORTANCE OF THE CODE OF CONDUCT

An essential element in this school/hostel Mission Statement is to create an environment for the Hostel learners that will contribute to develop them into well-disciplined and responsible citizens of South Africa. All learners must be fully aware of this Code of Conduct. Through this application we hope to encourage:

1. loyalty to the school at all times;
2. honesty and integrity;
3. self-discipline;
4. tolerance and understanding;
5. respect for others and
6. the development of sound values and good judgement.

3. PURPOSE AND CONTENT

The Code of Conduct highlights the rights, responsibilities and obligations of learners. It stresses the rights of each learner to be housed in an orderly and disciplined environment. This implies, inter alia that:

- a) the individual has the right to develop his/her full potential;
- b) learners shall respect one another's convictions and cultural traditions;
- c) learners shall respect the inherent dignity of others; and
- d) all learners shall enjoy equal treatment, protection and benefits of the law.

The Code of Conduct establishes rules for co-existence, order and interpersonal relationships in the Hostel. The implications are that learners:

- a) must behave with courtesy, tolerance and consideration towards others, including visitors to the hostel;
- b) must refrain from aggressive and abusive behaviour. Any form of intimidation, bullying, victimisation, physical or verbal abuse is unacceptable;
- c) must display due respect towards all persons in authority;
- d) should be encouraged to show mutual respect;
- e) must be punctual;
- f) must adhere to the hostel rules and regulations;

- g) must be attired according to the dress code;
- h) must complete work assigned to them;
- i) must be well-mannered, respectful and helpful;
- j) may not make unnecessary noise; this includes shouting, screaming, talking and laughing in a disruptive manner;
- k) No party-political activities may be conducted at the hostel or school;
- l) are aware that substance abuse, smoking, drugs or the consumption of alcohol is prohibited.
- m) must at no time endanger the lives of others and shall not have weapons of any nature in their possession;
- n) must respect hostel property and other people's property at all times; Learners will be liable for any damage done by themselves. A compulsory brakeage fee of R500 will be paid annually for any damages registered on the learner's profile. This will be refunded at the end of schooling if NO damages by the learner has been recorded.
- o) must be encouraged to keep the hostel environment clean and tidy at all times; littering is forbidden.

4. THE CODE SPECIFFIES THE DAILY PROGRAMME

- a) Learners must avoid doing anything that will bring him/her or the hostel into disrepute;
- b) Learners are to avoid anti-social behaviour;
- c) Learners shall always observe, respect and uphold the hostel rules;
- d) A positive attitude towards the hostel and studies must be displayed;
- e) Where-ever possible, learners should be involved in school activities;
- f) Learners must always be punctual.

5. DISCIPLINARY PROCEDURES IN HOSTEL

All the staff members, parents and learners must know how the system is working, *not knowing, is not an excuse. Parents are primarily responsible for the discipline of their children.* Staff members will be responsible in completing or signing the violation register.

Please note that ALL new hostel learners, including newly registered grade 8 learners, will be placed on a 6 months' probation period. During this period the learner's hostel accommodation will be cancelled with immediate effect if:

- ***The learner transgressed the code of conduct on a schedule 1 or 2 offence.***
- ***Accumulated a total of 200 demerits.***
- ***The learner did not meet the minimum requirements for term 1 and term 2.***

NB: If a learner feels that he/she was treated unfairly he/she must report the incident to the hostel head to conclude the matter.

The following procedure will be followed for schedule 1 transgressions

- 1) 150 Debit points : Detention letter and 1st written warning.
- 2) 300 Debit points : 2nd letter of warning to parents, and detention letter.
- 3) 400 Debit points : Suspension for 5 school days from the hostel and disciplinary hearing.
- 4) 400 Debit points : Reapplication for future boarding will be declined.

A. DETENTION WILL TAKE PLACE ON A WEDNESDAY AFTERNOON FROM 14H00 TO 17H00 AS DETERMINED BY THE DEPUTY PRINCIPAL HOSTELS / HOSTEL HEAD.

B. FOR SCHEDULE TWO TRANSGRESSIONS, THE PARENTS WILL BE PHONED, LEARNER WILL BE SUSPENDED FOR 5 SCHOOL DAYS AND A HEARING WILL TAKE PLACE.

6. SERIOUS MISCONDUCT SCHEDULE 2 TRANSGRESSIONS

If a learner is caught making him/herself guilty of serious misconduct he/she can be suspended until the hearing will take place within 5 school days.

7. EXPULSIONS

A learner may be expelled from the hostel if he/ she are found guilty of:

- a) Intentionally violates any regulation, which may be grounds for expulsion;
- b) Intentionally conducts him/herself in a manner, which could be seriously detrimental to the maintenance of order;
- c) intentionally damages, destroys or misappropriates property;
- d) wilfully disobeys a legitimate instruction by the Principal, Hostel Head, Educator or any staff member authorised by the Principal;
- e) intentionally gives false information (lies) to any staff member;
- f) has been convicted in a court of a serious offence;
- g) incites or instigates or procures a fellow learner to break the rules;
- h) violates the rights of other learners;
- i) commits an act of insubordination towards peers;
- j) attempts to prevent any staff member from carrying out their normal duties;
- k) behave in a disgraceful or improper manner;
- l) is in the possession of illegal drugs or substances;
- m) is caught smoking (Smoking includes in possession of cigarettes/vapes (vape juice/oil) /electronic smoking devices or substances connected to it)
- n) leaves the premises without permission of the Hostel Head, teacher on duty or not following the signing out procedures.
- o) receives more than 400 debit points in total.
- p) is involved in any sexual misconduct, Satanism, theft or pornography.

8. SUSPENSION OF A LEARNER

The chairperson of the Governing Body or the Principal and Deputy Principal Hostels, acting on his/her behalf, may order the suspension of a learner, pending the hearing.

9. DISCIPLINARY SYSTEM

- This system is an extension of the school's disciplinary system and was compiled in collaboration with the staff, Governing Body, learners and Hostel Management.

- In order to be in accordance with the school's system, the hostel also uses a system of debit and credit points.
- At the end of each term, each learner will receive a report of is/her conduct which has to be signed and returned by the parents/guardian.
- Each case will be handled on merit.
- Temporary and/or permanent suspension from the hostel is effective immediately and is relevant for all aspects of hostel activities.
- A learner and parent/guardian have to be warned about possible punishment that will take place upon following transgressions. All transgressions have to be recorded.
- The application of the disciplinary system is handled by the Hostel Head.
- The application of punishment regarding serious transgressions will be handled by the Deputy Principal and Principal.

DEBITS:

TRANSGRESSION:	PUNISHMENT	DEBITS
LESS SERIOUS:		
REPEATED SCHEDULE 1 TRANSGRESSIONS BECOME A SCHEDULE 2 TRANSGRESSION		
Room and wardrobe untidy		20
Noise after lights-out		50
Electronic apparatus during study	Confiscation - 1 week	
Disrupting a study session		30
Noisy during silent time		20
Not getting up on time in the morning		30
Absent from meals / Late for meals		50
Truant or avoiding study session		50
Transgressions of general dining hall rules		20
Remove cutlery from dining hall		50
Fighting (verbal)		50
Not accepting authority (verbal challenging)		50
Disrespecting staff member		50
Late for inspection		20
Leaving hostel after signing in on a Sunday		50
Not accepting authority (leaders)		30
In hostel during forbidden times		40
Out of bounds on school premises / another room		40
Disregarding appearance rules		20
Disregarding appearance rules on a Sunday		20
Out of bounds after lights out		50
Swearing / repulsive or abhorrent language		70
Ignoring instructions		20
SERIOUS TRANSGRESSIONS		
Alcohol – consumption / possession / distribution	Disciplinary hearing	H
Theft	Disciplinary hearing	H
Receive/possession of stolen goods	Disciplinary hearing	H
Smoking / in possession of smoking device	Disciplinary hearing	H
Illegal substance user	Disciplinary hearing	H
Illegal substance supplier distribute/in possession	Disciplinary hearing Contact SAP	H
Not reporting illegal activities	Disciplinary hearing	H
Possession/spreading pornography	Disciplinary hearing Contact SAP	H
Sexual misconduct / Improper behaviour	Disciplinary hearing	H
Possession of dangerous/illegal weapons/object	Disciplinary hearing	H
Leave hostel without permission with parents	Handle on merit	150
Leaving premises without permission	Disciplinary hearing	H

Fraud Illegal/Signed out by learner	Disciplinary hearing	H
Physical / Verbal aggression towards	Disciplinary hearing	H
Intimidation / Victimisation / Bullying	Permanent expulsion	H
Vandalism / damaging property on purpose	Handle on merit Financial implication	H
Assault / Fighting (physical)	Disciplinary hearing	H
Racism	Disciplinary hearing	H

CREDITS:

DESCRIPTION	CONDITIONS	CREDITS
Helpful at the hostel		30
No demerits per term		100
Report misconduct		50

DISCIPLINARY HEARINGS

The Governing Body will appoint a tribunal to conduct an enquiry into allegations of serious misconduct by a learner. His/Her parents/legal guardians will be given at least five days' written notice of the time, day and place of the hearing as well as the charges brought against the learner. ***Please be advised that the Hostel and School's code of conduct do not make provision for an appeal process.*** If the learner is found guilty, the tribunal may impose one of the following penalties.

- 1) A warning.
- 2) Any penalty, which may help to rectify the problem.
- 3) A written undertaking of good conduct by the learner.
- 4) Suspension from the hostel.
- 5) Expulsion from the hostel.
- 6) Cancellation of re-application.

10. HOSTEL LEADERS

Leaders are chosen on an annual basis through the system of a democratic election by hostel boarders and staff members. A prescribed procedure is followed. Hostel leaders are responsible for the general discipline and reporting of misconducts in the hostel and should assist the hostel head and other staff members in the general maintaining of discipline.

General duties include:

- Prayer before each meal.
- Control of learners that are late.
- Control in dining hall, with staff member on duty.
- Study duty, according to a time table, with the staff member/s on duty.
- Control of wake-up times, silence and lights out.
- Room inspection.
- Line-up before meals.

Leaders may only swap or move their duty times with permission from the hostel heads. Leaders are also responsible for inspiring a positive attitude amongst the learners. Their example should be exceptional, and they should encourage respect from their fellow learners, without trying to gain popularity.

11. LIASON

The Principal/Deputy Principal Hostels is responsible for the whole hostel in all aspects and has the best interest of all role players at heart. He delegates certain duties and responsibilities to the Deputy Principal (Hostels) and the Hostel Heads, and they delegate certain responsibilities to the hostel staff and leaders.

12. ESTABLISHING POLICY AND ADMISSION

The changing of specific categories in the policy with reference to the application and implementing thereof (if necessary from time to time) is the responsibility of the hostel management, under supervision of the principal. The particulars, as it is applied in a specific year, should be in accordance with the profile of qualifying applicants and is contained in the policy. Only the hostel management may make substantial changes to the policy. Admission to the school does not allow automatic admission to the hostel. There is no constitutional right to hostel boarding.

1. The primary rule used for placing in the hostel (for the first round), is done on grounds of academic merits and the taking of Agricultural Subjects.
2. After the initial placings are done, additional measures, still with academic merits are put in place. The factors that are taken into account are:
 - Academic achievement
 - Discipline/ Behavioural record
 - Sports achievement
 - Cultural achievement

13. RE-ADMISSION

Re-admission does not take place automatically for the next year. Re-admission is subject to the following:

- Completion and submission of re-admission forms before the end of August;
- Initial payment for the following year;
- Good conduct during the year, not more than 400 debit points;
- Good record of financial responsibilities towards the hostel.
- Learner must meet the minimum requirements to be promoted to the next grade.

The behavioural records of ALL grade 12 learners will be evaluated at the end of term 3 to grant permission to continue as a boarder during term 4. Hostel accommodation will be suspended for term 4 if a learner was found guilty of a schedule 2 offence and/or accumulated a total of 250 demerits. Learners will be allowed to attend school as day scholars during this term if hostel accommodation is suspended.

14. GENERAL HOSTEL RULES AND POLICY

It is expected of boarders to know the hostel rules and obey them. A copy of the rules will be placed on the notice boards in the respective hostels. The undertaking signed by

each learner and parents will be kept on file. Hostel learners are, apart from the hostel rules, also bound to the rules and code of conduct for the school.

We are committed (as far as we are able) to offer all boys and girls a safe, peaceful and pleasant home environment in which they can study, rest, relax and participate in their extra-mural activities. We do not, however, have the infra-structure to accommodate and care for boys and girls with serious personal and emotional problems. Such learners will be requested to leave the hostel.

The boys/girls live in a limited space and rely on each other. They become like a family and when a boy/girl starts behaving “strangely”, it causes a lot of tension and affects the entire hostel.

If we undoubtedly find that a boy/girl suffers from or is guilty of the following:

- Chronic depression;
- Threatens to commit suicide
- An attempt to commit suicide;
- Any eating-related diseases/disorders;
- Self-maiming;
- Influences his/her friends negatively by constantly crying or complaining about his/her circumstances at home;
- Drinking or sniffing large amounts of pills (or pretending to do so), or injecting him/herself;
- Telling upsetting stories, e.g. that he/she can curse people, communicate with the deceased, etc.
- Practicing of Satanism;
- Being guilty of any unacceptable or upsetting behavior;
- Behaving in such an irritating or intimidating way that no one wants to share a room with his/her, or be his/her room-mate.

... his/her parents will be requested to remove him/her from the hostel so that he/she can receive treatment for his/her problem. Re-admittance to the hostel will only be

considered if the hostel committee receives a written report from a psychologist, which states that the learner received therapy and that he/she will be able to function successfully in the hostel.

Admission to the hostel for the following year will be determined by the learner's academic achievement, the adherence to hostel rules and his/her social adaptation to hostel life.

15. VISITORS:

- All visitors must report to the staff member on duty. The relevant resident will be called to receive the visitor at the prescribed visitor's area.
- Only direct family will be allowed as visitors.
- No day learners will be permitted without permission from the hostel head.
- Parents who are denied access to the learner by a court ruling will not be granted access.
- Visitors are subject to the hostel rules and must respect them.
- Residents will be held responsible for the behaviour of their visitors.

- Hostel rooms are out of bounds for visitors, unless they have permission from the staff member on duty or the hostel head.
- No visitors are permitted during study, quiet time or meal times unless this has been pre-arranged with the Hostel Head, or staff member on duty.
- Right of admission is reserved. This entitles the staff member on duty or Hostel Head, if necessary, to request that the premises be vacated by the visitor, even if this person is a parent or a guardian.

16. MEDICAL CASES:

- Should a learner become ill while at school, written permission from the Principal/Deputy Principal or hostel head is required to visit the matron.
- ***It is the responsibility of the learner to declare ALL medication, including vitamin supplements, in his/her possession in the medical register when signing in on a Sunday. In the case where a learner has prescription medication (Schedule 2 or higher), the parent/guardian must inform the Hostel Head before the learner is signed in on a Sunday and must the medicine be declared in the medical register. Only the correct quantity of medication is allowed to be brought to the hostel for the duration of the week or as prescribed.***
- No ill learner may remain or go to his/her room without the required permission.
- Parents MUST call the hostel head regarding illness and treatment of their child.
- Learners who are ill must report to the staff member on duty. The hostel head/matron will determine the condition of the learner. The school will be notified should the learner not be able to attend school.
- The parents/guardians of hostel learners are responsible for their own medical appointments, doctors etc.
- Parents/guardians should always notify the hostel head, when taking learners to medical appointments.
- Should a hostel learner be seriously ill and require urgent medical attention, the hostel head can call for an ambulance or medical officer for the parent's account. Parents/guardians will be notified as soon as possible.
- Complete medical information must be given to the hostel head. The hostel head must be given written notice of any chronic condition/s.
- No medication may be administered to any learner by the hostel head, matron or staff member on duty unless permission is granted from the parents/guardians.

17. SIGNING OUT/SIGNING IN:

- The signing out policy is there to protect learners, the school and the hostel.

Weekends

All learners are obligated to vacate the hostel. Learners will not be permitted to stay in the hostel. It is the parent's/guardian's responsibility to ensure that the learner does go home.

Sporting/cultural weekends

- Should the activity take place on a Saturday only the participating learner will be permitted to remain in the hostel until after the activity.

Signing in

- After a weekend or holiday, it is the responsibility of the returning learner to immediately report to the hostel and sign in.
- Learners may not leave the hostel premises without permission.
- No learner may leave the hostel after signing in.
- Learners may not leave the hostel grounds during the week unless they have written permission from their parents and the hostel head.
- **IT IS IMPORTANT FOR PARENTS TO NOTE THAT THE MOMENT THE LEARNER LEAVES THE HOSTEL PREMISES, THE GENERAL RESPONSIBILITY FOR THAT LEARNER NO LONGER LIES WITH THE HOSTEL. THIS ALSO APPLIES AFTER 18.00 ON FRIDAYS/LAST DAY OF THE TERM.**
- It is the learner's responsibility to sign out before leaving the premises.
- Signing in after weekends and holidays takes place between 17:00 – 18:00 by hand.

18. RESTRICTED AREAS:

- No learner is permitted on the school, sports and farm property/premises after school hours without teacher supervision/permission. This includes the bus parking area.
- No learner is permitted at any staff housing on the school property (Houses, flats and the compound is strictly out of bounds).
- No learner may be in the hostel during school times unless he/she is ill and has the written permission from the hostel head.
- Learners are not allowed in the kitchen of the dining hall.
- ***No learner is allowed at the swimming pool without supervision and approval from the principal. Transgression of this rule will lead to a disciplinary hearing.***

19. STUDY SESSIONS:

The following rules apply during study sessions:

- Study times must be strictly adhered to, and learners are to respond to bells immediately.
- Learners must be seated in their allocated seat (All hostels will have a seating plan in order).
- During study sessions there is to be an academic atmosphere.
- Learners are not permitted to leave their desks or walk around.
- The furniture may not be rearranged.
- Learners may only leave the venue with permission from the staff member on duty.
- Telephone calls may only be made/received in emergencies and with the permission of the staff member on duty.
- All study sessions are **compulsory** unless prior arrangements have been made with the staff member on duty or with the hostel head.
- No electronic devices, eating or drinking is permitted during the study session.
- Electronic devices will be confiscated should they be used or visible during study.
- Learners who achieve academically and who meet the criteria may study in their rooms. Should this privilege be abused they will join the other learners in the study hall for the duration of the term.

Criteria for room study:

Grade 8 – Grade 10 learners must achieve an average of 80% and above.
 Grade 11 learners must achieve an average of 75% and above.
 Grade 12 learners must achieve an average of 70% and above.

Room doors are to remain open and he/she should be working when granted.

- Learners who wish to study after the official study session in the evening should get permission from the staff member on duty.
- After the study session, the hall must be left neat and tidy and every hostel resident should ensure that their study area is clean and tidy. Tables and chairs must be placed in their rightful place.
- Any group work or projects are to be done in the afternoons.

Study session and times are as follows:

STUDY TIMES			
BOYS		GIRLS	
During the term before exams (as well as holidays during the week):		During the term before exams (as well as holidays during the week):	
Evening Study 1	18:20 – 19:30	Evening study 1	18:20 – 20:00
Evening Study 2	19:55 – 21:00	Evening Study 2	20:25 – 21:00
Sunday Study	19:00 – 21:00	Sunday Study	19:00 – 21:00
During the term, exam time (in the week)		During the term, exam time (in the week)	
Afternoon Study 1	14:00 – 14:45	Afternoon Study 1	14:00 – 14:45
Afternoon Study 2	15:15 – 16:00	Afternoon Study 2	15:15 – 16:00
Evening Study 1	18:20 – 19:30	Evening Study 1	18:20 – 20:00
Evening Study 2	19:55 – 21:00	Evening Study 2	20:25 – 21:00
Sunday Study	19:00 – 21:00	Sunday Study	19:00 – 21:00

20. MEAL TIMES:

Week days		Weekends and Public Holidays during the week	
Breakfast	06:30 – 07:00	Breakfast	08:00 – 08:30
Lunch	14:00 – 14.30	Lunch	13.00-13.30
Dinner	17.30 – 18:00	Dinner	17:30-18.00

- The hostel leaders and staff member on duty are responsible for the discipline in the dining room.
- No noise or poor behaviour will be permitted in the dining hall.
- No singing is permitted in the dining hall.
- Learners are to enter and leave the dining room quietly and in an orderly manner.
- Kitchen staff are to be always treated with respect.
- No resident, for any reason, may be deprived of a meal.
- No resident may be forced to eat or drink anything they do not wish to, but **attendance is compulsory.**
- After each meal, residents are to clear the tables, all crockery and cutlery are to be placed in the relevant containers.
- No crockery, cutlery or glasses may be removed from the dining room, this offence will be dealt with as a transgression of theft.
- Should a learner be unable to attend a meal, it must be arranged with the hostel head.
- All learners must be present for all meals.

- Learners must always be appropriately dressed for meals. Boys and girls are to wear closed shoes or neat sandals. No hats, beanies and slippers are allowed in the dining hall.
- During the week, learners are to be dressed in full school uniform for breakfast and lunch.
- Problems with food should be brought to the attention of the staff member on duty who will notify the kitchen staff/ hostel head/ deputy principal immediately.

21. CELL PHONES AND OTHER ELECTRONIC DEVICES:

- Cell phones or any other electronic devices are brought to the hostel at own risk.
- The hostel takes no responsibility for damage/loss of any electronic devices.
- Cell phone use is forbidden in the study hall or dining room.
- No calls may be received and made during study, meals or after lights out.
- All cell phones are to be switched off at lights out.
- A learner's cell phone may be confiscated should the rules not be followed.
- Hostel learners are subject to the school's cell phone policy.

22. WASHING:

- Learner's clothes must be clearly marked.
- Washing is only done by the laundromat on providing proof of payment.
- Each learner is personally responsible to take his/her washing and to collect it again.
- No learner may collect another learner's washing without the necessary permission.
- Learners are to ensure their bedding is washed regularly at home.
- **NO WASHING WASHED IN THE HOSTEL MAY BE HUNG IN WINDOWS OR WINDOWSILLS.**

23. DAMAGES:

- Breakages must be reported immediately to the relevant staff member.
- Hostel property (buildings, grounds etc.) must at all times be respected and looked after.
- Vandalism of any kind will not be tolerated. Any intentional damage is seen in a serious light and if a disciplinary hearing results in a guilty verdict, the consequences may even lead to expulsion from the hostel.
- Any damage caused by a hostel learner will result in reparation costs claimed from his/her parents/guardian.
- Learners are held financially responsible for the bed, mattress, mattress-cover, cupboard and other furniture as well as the room that has been entrusted to him/her. This also applies to the windows and any other equipment that may be damaged.

24. LIGHTS OUT, WAKING UP AND QUIET TIME:

- Lights out is at 21:25 and will be indicated by a bell.
- No noise, room visit or any form of socialization will be permitted after 21:25.
- The morning bell will ring at 05:45 when it will be time to get up immediately.
- Learners may ask the staff member on duty for additional study time after lights out. The staff member may refuse to grant permission should he/she think that the learner has not made proper use of official study sessions.

- Bedroom doors may not be locked at lights-out.
- During room study time/quiet time, bedroom doors are to be open and learners are to be quiet.

25. PERSONAL BELONGINGS:

- The hostel staff and Governing Body accept no responsibility or for loss or damage of personal possessions.
- It is the responsibility of each learner to keep his/her cupboard always locked. He/she should therefore supply their own lock. An extra key may be handed in for safe keeping.
- All electronic devices including laptops (with permission), cell phones, ear phones and bower banks are allowed, however this is seen as a privilege and may be confiscated should they cause a disturbance. Confiscated items will be kept safely and will be returned at the end of the week/term.

26. ROOMS:

- Privacy in rooms is important, no one is permitted to be in a room without permission.
- All rooms are double rooms to accommodate 2 learners per room, except for the Anneks Hostel where learners are placed in dormitories.
- No boys are permitted in a girl's rooms and vice versa. The transgression of this rule will be seen in a serious light and will lead to severe disciplinary action and may lead to suspension/expulsion if found guilty.
- Due to the high risk of fire and safety, kettles, items with an element, (including heaters/irons) matches, lighters, extension cords and candles, are strictly forbidden. These items can put lives at risk and have an impact on insurance cover.
- Under no circumstances may bags or suitcases be kept under the bed, they are to be unpacked after the weekend and stored neatly on top of the cupboard.
- It is preferred that learners make themselves at home, and make their rooms homely by using linen (duvets and blankets) from home. No posters are allowed on walls and ceilings.
- No sleeping bags are permitted.
- Rooms are to be always kept tidy. No clothes, shoes, utensils or bedding etc. may be left lying on the floor, the cupboards, desks, or windowsills.
- Before inspection, in the morning and evenings, learners are to empty their waste paper bins.
- Only one person per bed is permitted. Beds may not be shared.
- In the evening, all curtains should be drawn.
- No conversations are permitted at windows.
- No Prestik, drawing pins, nails, double sided tape, adhesive tape or any other adhesive materials may be used on walls, doors or furniture.
- No pictures are to be hung on the walls and will be removed. Costs of any damage will be passed on to the parent /guardian.
- No pets/ animals are permitted in the hostel.
- Beds and mattresses are not allowed to be moved around.
- Open windows must be latched. Windows are to be shut before learners go home for weekends/holidays.

27. BATHROOMS:

- Learners are not permitted to bath or shower together.
- The bathroom must always remain clean and tidy and hygienic. Littering is forbidden.
- Showering or bathing is only permitted at the allocated times determined by the hostel head.
- No music is allowed to played in bathrooms.

28. STAFF ACCOMMODATION:

- Staff members should be given privacy.
- No learner is therefore permitted in any staff member's house or flat.
- Should a learner wish to discuss a problem, it is to take place in the hostel office.

29. PLAYING OF MUSIC:

- Music should be played at a volume that is not audible from outside the room.
- May not be heard on the grounds.
- Should the above rules be broken, the equipment will be confiscated and will only be returned at the end of the academic year.
- No boom boxes and speakers are allowed.
- Earphones are not permitted in the presence of any staff member.

30. CLOTHING:

- During school hours, school uniform is compulsory. Only the prescribed uniform will be permitted.
- School uniform is worn on weekdays by all hostel learners for breakfast, lunch and during school hours.
- On Saturdays and week nights, hostel learners are to be dressed neatly for dinner.
- Learners are to be dressed in their school uniform for functions, unless otherwise informed.
- Sportswear is worn to sporting events provided the learners has the prescribe social wear.
- Should a learner be dressed inappropriately and cause embarrassment to staff or others, he/she may be asked to change.

31. TRANSGRESSIONS THAT MAY LEAD TO SUSPENSION/EXPULSION INCLUDE BUT ARE NOT LIMITED TO:

- Behaviour that puts the safety of others at risk or interferes with another's rights.
- To be in possession of or the threatening of others with a dangerous weapon.
- The possession of, use, handling or visible evidence of narcotics, illicit drugs, alcohol of any kind.
- Fighting, assault, initiation practices or abuse.
- Obscene behaviour or swearing.
- Any form of pornography.
- Assuming or presenting a false identity.
- Any form of hate speech, sexism, racism or other anti-social behaviour.
- Theft or to be in possession of stolen goods.
- Unlawful conduct, vandalism, destruction and/or damage to hostel property including graffiti.

- Disrespect, offensive behaviour, verbal abuse directed at teachers, school/hostel staff, learners, and other residents.
- Repetitive transgression of hostel rules or of this Code of Conduct.
- Criminal and oppressive behaviour such as rape and sexual abuse/sexual misconduct.
- Victimisation, bullying and intimidation of other learners and the intentional provision of false information, or the falsification of documents to achieve an undue advantage.
- Learners must at all times stick to time schedules.

32. GENERAL RULES:

- Learners are not permitted to run, shout, whistle or make unnecessary noise in the corridors. Should a learner not arrive on time for an activity the hostel head must be notified timeously.
- Learners must ensure that their rooms are always kept clean and tidy.
- Learners must ensure that their behaviour does not bring the school or the hostel into disrepute.
- Any behaviour that will have a negative impact on the administration, discipline, or efficiency of the hostel, will be regarded as a breach of the Code of Conduct.
- Any guilty verdict given by any court of law will be seen as a transgression of this Code of Conduct.
- No learner is permitted to be in the hostel during school hours. All learners must vacate the hostel by 6.25 in the morning.
- Skateboarding, rollerblades, cycling, shouting, disruptiveness, and unnecessary loud talking/whistling/screaming etc. is forbidden in and around the hostel buildings.
- Running and playing are limited to areas as indicated by the hostel head.
- Any complaints regarding hostel issues should be submitted to the hostel head.
- Learners may not disturb other learners or neighbours.
- Learners will always respect the staff, adult's visitors and students.
- No rugby togs or spiked shoes may be worn inside the buildings. The shoes will be confiscated should this rule be broken.
- In the interest of all, a learner may be asked to unpack his/her room, cupboards and personal items to facilitate an inspection.
- Inspections will be held every morning and evening. The same school rules regarding learner appearance, are also applicable in the hostel.
- No playing is permitted in the girls and boy's quads.
- Nothing may be sold on the hostel grounds without permission.
- Under no circumstances may a learner get in a vehicle unless parental permission has been granted and the hostel head has been informed.
- Only grade 12 learners with a valid driver's license will be allowed to make use of private transport. No other learner is allowed to be transported. This privilege will only be granted for individual/private use when all relevant documentation has been completed by the parent, learner and the deputy principal hostels.

33. DRUG TESTING, RANDOM SEARCHES AND DANGEROUS WEAPONS AT SCHOOL/HOSTEL:

1. In terms of Section 8A (1) of the South African Schools Act, 84 of 1996, as amended ("SASA"), no person (which includes any learner) may:
 - a) bring a dangerous object or illegal drug/substance onto the school/hostel premises;
 - b) enter the school premises or a school/hostel activity under the influence of any stupefying substance;
 - c) may test positive for the use of any substance or drug on school/hostel premises or during any school/hostel activity; and
 - d) have such an object or drug in his or her possession on school/hostel premises or during any school/hostel activity.
2. It is a well-known fact that the use and abuse of mind-altering drugs/substances (such as dagga) negatively impacts school performance. Anyone under the influence of any hallucinogenic substance is not prepared to learn and is definitely at risk of impairing their memory, thinking, and reasoning ability. Substance abuse and use have been associated not only with lack of self-discipline and motivation and absenteeism but also with violent, anti-social behaviour, and other irresponsible and dangerous behaviours, before, during and after school.
3. Section 8A (2) of SASA enjoins the principal or his or her delegates (subject to subsection 8A (3) of SASA) to, at random, search any group of learners, or the property of a group of learners, for any dangerous object or illegal drug if a fair and reasonable suspicion has been established and/or test any learner (no matter what age of the learner) for any drug including dagga (also known as marijuana, cannabis or other street names).
4. No enrolled learner of the school/hostel, no matter what age, is exempt from the Learner Code of Conduct, any school/hostel policies, rules and/or any legislation relating to the use of and to be tested for any illicit substance by the school/hostel authorities. Refusal by a learner to be tested will be viewed as a refusal of a lawful instruction and will be viewed that the learner has failed a drug test which likely means the learner won't be able to participate in extracurricular activities and/or lead to the learner being charged for a disciplinary violation and/or suspected of drug use to appear before the Disciplinary Committee of the school-based on a balance of probabilities.
5. Section 1 of SASA defines amongst others, the following terms:
 - a. **Dangerous objects**, as referring to an explosive material or device; any firearm or gas weapon; any article, object or instrument that may be employed to cause harm to a person or damage to property, or to render a person temporarily paralysed or unconscious; or any object declared by the Minister, in the Gazette, to be dangerous;
 - b. **Illegal drugs**, as any unlawful substance that has a psychological or physiological effect; or any substance having such effect that is possessed unlawfully; and
 - c. **School activity**, as meaning any official educational, cultural, recreational, or social activity of the school within or outside the school premises.
6. SASA contains elaborate procedures in Section 8A, subsection (1) to (14) and regulates the circumstances and conditions under which random search and seizure and drug testing in

schools may be conducted and dealt with as well as in Notice 1140 of 2008 Devices to Be Used for Drug Testing and The Procedure to Be Followed.

7. The following critical provisions are highlighted which are still in force in terms of SASA, the National Guidelines for the Consideration of Governing Bodies in Adopting a Code of Conduct for Learners, the regulations regarding Devices to Be Used for Drug Testing and the Procedure to be Followed, The National Regulations for Safety Measures at Public Schools and the Gauteng Education Department Notice 6903 of 2000, as amended:
 - a. When the principal or his/her delegates conduct a body search of any learner the educator conducting the search must be of the same gender as the learner and in the presence of another educator of the same gender and the search is done in private out of view of any other person.
 - b. The principal or his/her delegates may also, lawfully, at random, administer urine or other non-invasive tests to any learner. These activities may be carried out based on a fair and reasonable suspicion that dangerous objects and/or illegal drugs may be found on school premises or during a school activity or because of a learner's behaviour.
 - c. Where such dangerous object or illegal drug has been seized by the principal or his/her delegates, they must be correctly marked and labelled with full particulars of the learner, and any dangerous object or illegal drug or dagga confiscated.
 - d. The implicated learner or learners may be subjected to disciplinary proceedings in a case where a dangerous object, drug paraphernalia or lighters of any kind and/or matches, tobacco products, alcohol, "Rizzla" cigarette rolling papers, cough mixture or any over the counter medicine, or prescription drugs that have not been declared at the office even if the said medicine was prescribed to the learner, any type of pipes, e-cigarettes or vapers or other similar objects, injection needles, hypodermics and spoons or any illegal drug or a stupefying substance has been found or where such a learner tested positive for an illegal substance such as dagga or any other drug.
8. Should any learner be found to be distributing, selling, sharing or supplying any dangerous substance or a drug such as dagga or any other drug, medicine, pills or any other banned substance or stupefying substance in any form or mixed with any other substance or in possession of any contraband in terms of any policy or rule of the school/hostel or any other illegal objects or has such objects or drugs or it is found in any of his/her possessions, bags or on his/her person or in his/her locker, or any clothing, depending on the circumstances, the school/hostel may involve the SA Police Services as part of its duty of care.
9. In the education setting, with due regard to the above-mentioned, a learner of the school/hostel might for instance be found with dagga in his/her possession and claim that it is for "personal use". To be unambiguously clear and to avoid any uncertainty in this regard, the school's policy, learner code of conduct, SASA and the regulations with regard to testing, clearly states that the possession of any drugs by any person on school grounds or during any school activity is prohibited and not allowed and such dagga it will be seized and handed over to the SA Police Services to dispose of and the learner charged to appear before a Disciplinary Committee of the School/Hostel.

10. Arising from certain court judgments there is an erroneous impression amongst learners, especially learners 18 years and older, that they cannot and may not be tested and can refuse to be tested for any drug, especially for the use of dagga. This misleading information is also disseminated and propagated on several social media platforms and web pages. In the judgment, certain provisions were declared inconsistent with the Constitution of the Republic of South Africa, and invalid, only to the extent that it allows the use of dagga by an adult in a private dwelling where the possession of dagga is for personal consumption by an adult only. Please note that the legislation that regulates the amount that is legal for personal consumption has not been passed yet by Parliament. When any learner has ingested dagga in any form, even in private, and he/she is over the age of 18 and he/she enters the school premises or participates in any school/hostel activity or can be identified as a learner of the school, in or out of uniform or in or out of school hours and even from any interaction that can be seen or detected from or on any social media platform or from any content in any form on any electronic device including as part of the content on such device including and/or any cell phone, the learner will be subject to all the regulations and provisions as mentioned in this section and the Learner Code of Conduct of the School/hostel, all school/hostel rules and related policies of the school/hostel as well as any other policies or protocols from the Department of Basic Education and/or the Gauteng Department of Education or any other national legislation or regulations which all form part of the Learner Code of Conduct and any such learner may as part of the school's duty of care, be tested and may be subjected to a search and seizure procedures.

DECLARATION:

LEARNER: I, _____ hereby undertake to make myself subject to the Code of Conduct and disciplinary system of Bekker High School/Hostel.

PARENT/GUARDIAN: I, _____

Parent/guardian of _____, understand the above-mentioned Code of Conduct and Disciplinary system and undertake to support Bekker High School and the Hostel in the application thereof.

SIGNATURE (PARENT/GUARDIAN)

SIGNATURE LEARNER

____ / ____ / 2025
DD MM