

SAFETY OF LEARNERS ON SCHOOL PROPERTY OUTSIDE SCHOOL HOURS



Please note school arrangements regarding early dropping-off before school and late collection after school, extra-murals and functions.

1. General provisions for early dropping-off and late collection

The school does not run an after-care facility. Parents/guardians are responsible for their daughters/wards before the start of the school day and after school.

Parents/guardians must therefore understand that learners who are dropped off early and picked up late are not individually supervised unless they are part of a scheduled extra-mural activity. Learners must stay within the school grounds until collected.

Learners are expected to behave in the manner of a reasonable person of their age, having received quality education at Parktown High School for Girls. Your daughter/ward is expected to adhere to all safety rules and instructions given from time to time.

In order to assist parents/guardians, a senior member of staff is on duty on Mondays to Fridays until 17:30. There are two security guards on duty at all times. However, this does not mean that the school takes responsibility for learners on the property outside school hours.

Learners sometimes leave the school property during the time they are waiting to be collected. This is very unwise. Please discuss this issue with your daughter/ward and warn her of the dangers of doing this.

2. Extra-murals

The supervising extra-mural teachers are responsible for the participating learners only for the advertised/scheduled times of the activity.

3. School functions and extra-mural activities held on or off the property commencing after 17:30

Learners are supervised only for the duration of the school function and fifteen minutes after the advertised finishing time.

Teachers have already completed additional duties and need to return home to their families.

Learners must wait within the school property making use of the waiting area which is to the right of the main gate and in the vicinity of the guard house. The security guards and the school will not be held liable for her/their safety.

The names of all learners who remain at school after the supervising teacher leaves will be recorded in a late-leaving register. Parents/guardians will have to sign for the collection of their daughter/ward before she may leave the property.

The school will deem it necessary to take further action if it is found that the same learners are repeatedly collected late after evening functions/activities.

**SAFETY OF LEARNERS ON SCHOOL PROPERTY
OUTSIDE SCHOOL HOURS**

I parent/guardian of

..... in Grade

have read and acknowledge the form regarding

Safety of learners on school property outside school hours.

Signature of parent/guardian

Date