

HERITAGE ACADEMY

Independent Christian School

TO : ALL PARENTS
FROM : THE PRINCIPAL

Circular 1 - 2011
19 January 2011

Dear Parents

Welcome to Heritage Academy. We extend a special welcome to all our newcomers and trust that you are already feeling part of our school "family". We believe that God has His hand on our school and that this is going to be a very special year.

STAFF NEWS:

We thank God for our highly committed, experienced staff, and are very pleased to welcome Mrs Greyling, Mrs Jooste, Mrs Ascough and Mrs Moyo to our team. We believe that each person has been called by God to be part of this school and know that they are excited to be here and to give input into the lives of your children.

SCHOOL TIMES:

The official starting and ending times of our school are as follows:

School starts (all grades) :	7:50 a.m.
Grade R, 1 & 2 end :	1:30 p.m.
Grade 3 - 7 end :	2:10 p.m.
Grade 8 - 12 end :	2:50 p.m. on Monday, Tuesday & Thursday
Wednesday & Friday (Grade 3 - 12) end:	2:10 p.m.

WITH THE FOLLOWING EXCEPTIONS:

Grade 4 – 7 Girls :	Tuesday 3:00 p.m.
Grade 8 – 12 Girls :	Tuesday 4:00 p.m.
Grade 4 – 7 Boys :	Thursday 3:00 p.m.
Grade 8 – 12 Boys :	Thursday 4:00 p.m.

These extended hours are to accommodate **compulsory extra-mural activities**. Learners must ensure that they have the necessary sports clothes for participation in these activities (i.e. Heritage shorts and Heritage black T-shirt for practices.)

SPORT:

In addition to the compulsory extra-mural activities, the following sports are also offered this term:

Boys: Basketball, Cricket, Athletics and Board Games

Girls: Primary School Basketball and Hockey

Boys & Girls: Disc Golf

The sport co-ordinators will circulate more details of the days these sports will be played.

- Any enquiries regarding extra-mural activities should be directed to Mr Mbanjwa (073 922 2445).
- Please encourage and support your child at the matches during the year.
- Please make the necessary arrangements concerning transport after sport.

"DROP OFF" OF LEARNERS in the mornings:

Please take note of the red "No stopping" road markings outside our school gate. Drop your children off outside the school grounds either before or after the red lines. The traffic department keeps watch on the traffic outside our school, and you will be fined if you stop on those red lines so please take careful note of the road markings. Please do not drive into the school grounds or turn in the school driveway. This often leads to a back-up of traffic in Stott Road while cars are waiting for learners to disembark from vehicles in the school driveway.

TRANSPORT:

Transport to and from school has been outsourced. Coupons can be purchased from the school tuck shop. Any enquiries regarding this transport must be directed to Mr Desmond Crompton on 084 206 0018.

UNIFORM:

All learners are expected to wear full summer uniform each day.

- Each shirt must have a badge on the pocket of the shirt.
- Blazers are compulsory for all High School learners (every day).
- Tracksuits are part of the sports uniform. High School learners may not wear their tracksuits together with the school uniform.
- Please note that only Grade 12 girls may wear pantyhose.
- Boys must be clean-shaven every day.
- Only plain, black school shoes may be worn. Laces must be tied.
- The uniform shop will be open on **Wednesdays** only.

TEXT BOOKS:

Grade 10 to 12 learners are required to provide their own text books. Learners have been given a list of text books required. For your convenience these can be purchased from the school office for a limited period. Please ensure that all learners have the necessary books by Wednesday 26 January 2010 at the latest.

SMS SYSTEM:

Our school has a SMS system in place for communication with parents. It is possible for us to read replies to these SMS's as well. Please ensure that you keep us updated with any changes in your cell phone number so that we can communicate effectively with you. When phoning cell phone numbers, our school exchange displays "Private Number" or "Unknown" on your cell phone. Please do not ignore these calls – we may be trying to get hold of you in an emergency!

LESOTHO MISSION

A High School Mission to Lesotho is planned for the April holidays. The cost of this mission will be advised closer to the time. If your child does not have a passport, please apply for one now, so that he/she will be able to participate in this mission outside the border of South Africa. For more information on any of these missions please contact Mr Karelse.

We will continue to provide opportunities for all our learners to be involved in local missions and outreaches throughout the year as well.

PAYMENT PROCEDURES:

We would prefer that all fees be paid directly into our school banking account and a copy of the deposit slip, with all your child's details on it, be sent or faxed to the school as proof of payment.

The school banking details are as follows:

Name of account holder	:	Heritage Academy
Bank	:	Standard Bank
Branch	:	Pietermaritzburg
Branch Code	:	057525
Account Number	:	05 221 5938

Please write your child's account number, name and grade in the place where they ask for Reference.

- You may arrange a DEBIT ORDER / STOP ORDER with your bank to pay an amount directly into the school bank account on a monthly basis. Please give your bank the above details in order to arrange this facility.
- Should it not be possible for you to deposit the funds into the school banking account, the school policy is that any payments should be made directly to the front office, and a receipt obtained for the amount paid. **Please note, the school cannot be held responsible for any money handed over through any other channel besides those stipulated above.** Please keep your receipt as proof of payment.
- Credit Card Payment Facilities are available at the school.

IMPORTANT DATES FOR THE TERM:

- 28 – 30 January : Prefects' Camp
- 04 February : School closing at 12:40 p.m.
- 19 February : Parents' Meeting & Compulsory School Day
- 21 February : Heritage Holiday
- 26 February : Ethembeni Outreach
- 5 March : Ethembeni Outreach
- 11 March : Blessing Day
- 12 March : Open Day
- 16 March : Grade 11 Personality / Aptitude Tests
- 18 March : Grade R – 7 Swimming Gala
- 21 March : Public Holiday – no school
- 28 March : Interhouse Choir and Band Competition
- 29 – 31 March : Excursions and Grade 11 Work Experience
- 31 March : Grade 12 Hike
- 1 April : 1st Term Ends
- 2 April : Lesotho Mission begins

Yours faithfully
Mrs C. Thomas
PRINCIPAL