



Beaumont Primary School

Academic Policy Grade R-3

1. Lost books
 - Books are the responsibility of the learner. Educators have to keep worksheets / formal tests of absent learners. Parents have to catch up work.
2. Study methods (For Grade 3's only. Start implementing in 4th term)
 - Study methods will be taught at school. It is the responsibility of the learner to apply these study methods. Parents have to assist the educators in this regard.
3. Homework
 - All learners should have a homework diary / card. Grade 3's to start taking responsibility to copy down homework.
4. Project work (Grade 3's to start implementing it)
 - All project work will be done during class time. Learners will receive detailed instructions and given ample time to find the necessary resources.
 - Resources will be brought to school and the project will be done in class under the supervision and guidance of the educator.
5. Assessments
 - Continuous assessments and formal assessment will be used.
 - Continuous assessments will be short tests / projects / work in book and will be decided by each grade group.
 - All extra mural activities will continue as planned.
6. Absenteeism
 - Tests missed due to absenteeism will not be "caught up", as the learners will continuously be evaluated in a variety of activities throughout the year. Many learners are absent on **test** days, and return to school the next day without any written explanation. Should a child be ill on a test day, a written note by the parent, explaining the nature of the illness, will be sufficient. The parent's honesty and integrity in this regard is appreciated. If a learner is unable to attend school on a formal test day due to personal reasons or sport commitments, the school must be informed in writing well in advance.
 - Sick learners are not permitted to return home after writing a test. We believe, in any case, that a sick child cannot perform at his / her optimum, and must remain at home until fully recovered.

7. Format of the report

- The format of our reports has been determined by the National Protocol Document for Assessment, endorsed by The Minister of Education and all schools nationwide must adjust their academic policies to be in line with this document.
- According to CAPS we no longer use the terminology of Learning Areas, but Subjects. We have 4 Subjects in the Foundation Phase, namely Home Language, First Additional Language, Mathematics and Life Skills. Subjects are more content based and we assess accordingly. First Additional Language is very important and will be assessed as from the first term in each grade [Grade 1 – 3]. Life Skills is a very important subject and will be assessed. Physical Education is the most important and 2 hours per week must be spent on teaching it. Different sport skills form part of this and must be taught in Phys Ed.
- A code [Level 1 – 7] will be used as from 2012 and a percentage will be allocated to each Subject.
- Reporting will no longer be done according to content /focus areas [old learning outcomes]. Should a parent require an indication of the specific area with which his / her child experiences difficulty, he / she must consult the assessments in the portfolio and the workbooks. (Workbooks will be sent home on a regular basis). The portfolio has to be signed and a comment written on the page which has been supplied. The last page in each workbook must also be signed. It is imperative that the child's portfolio and workbooks must be used as reference during the term discussions to enable the educators to make recommendations and to ensure sensible recommendations.
- Reports are sent home at the end of each term.
- Reporting is done independently for each term. At the end of the second term reporting will be done on the second term's work only. The marks on the report for the second term will not be an average mark for the first two terms as in the past. This decision is a very positive one, as learners who performed poorly during one term, will not be penalized for this mistake throughout the year.
- The code which is displayed in the last column on the report, is a code based on the educator's professional judgement, based on all the assessments during the course of the year.

8. Attitude of learners towards academics

- Learners need to be made aware of the importance of the academic program. In the recent past a number of learners have displayed a careless attitude towards schoolwork. Homework is then not completed and the standard of written work tends to be shocking at times and we therefore appeal to you for support in this regard.
- Parents have to page through their child's books when it is sent home to check the standard of the work and to take note whether their child is one who neglects his / her work. If so, the parents have to take the responsibility to have a serious discussion with their child. We suggest that the parents check the books weekly to stay abreast with their child's progress at school.
- Education is a partnership between the school, parents and learners. All the role players have a responsibility in this regard. Children start to mould their future at primary school and if they fail to develop sound working habits at a young age, they will struggle to do so in the future.