

**MARITZBURG
CHRISTIAN SCHOOL**



**INFORMATION DOCUMENT
GRADE 4 -12**

**Thank you for expressing an interest in our school.
We trust that the following document will be of some use to you.
What it won't do, is adequately express the love and concern that we have
for each child. We view each child as unique and special and will attempt
to lay a solid foundation in their lives.**

MARITZBURG CHRISTIAN SCHOOL

EDUCATIONAL PHILOSOPHY

Maritzburg Christian School aims to establish a firm foundation by providing a Christ-centered education that helps each child maximize his/her potential.

Our school follows the National Curriculum taught from a Christ-centered perspective and we endeavour to give children a Christian worldview. A scripture which we hold central to our educational philosophy is, “Jesus grew in wisdom and in stature in favour with God and man.” (Luke 2:52), as it outlines our belief in the development of the whole child. It is our aim to see learners develop to their optimum potential spiritually, socially, academically and physically.

We will endeavour to provide learners with an all-rounded education that will equip them to face life’s challenges and to become effective Christian members of society.

A low teacher/learner ratio is fundamental to the attainment of these goals and to offer a caring, nurturing environment where the learner is comfortable to approach a member of staff when in need. For this reason we will endeavour to not exceed 26 learners per class.

MCS also recognizes the need to train teachers for the future and, to that end, we mentor student teachers who are studying through Unisa on learnership programmes.

PARENTAL INVOLVEMENT

Maritzburg Christian School subscribes to the Biblical principle that it is the role of the parent to train up the child. We aim to develop a meaningful bond between the home and the school, and endeavour to partner with our parents in reinforcing Godly standards. For this reason, regular interaction between schools and parents is vital.

Progress reports are issued mid-year and in December, and formal parents’ meetings are held regularly. We regard the meetings as very important and encourage parents to attend. In addition, we welcome parent contact with teachers and department heads where such interaction is of benefit to the learner.

Regular newsletters are sent home to update parents of events happening in the School.

GOVERNING BODY

According to the School Constitution, the school is governed by a School Board, which is made up of Christian parents, as well as representatives from Churches in the city whose statements of faith corresponds with that of Maritzburg Christian School. (Appendix A)

HISTORY OF THE SCHOOL

Maritzburg Christian School was founded in 1987 by Tim Salmon who was the leader of the Maritzburg Christian Church at that time. The School began at the Laarger Centre with 30 learners from Grade 1-5. In 1988, MCS moved to the old St Mary's Catholic Convent buildings in Loop Street and, two years later, in 1990 it moved to the present site at 82 Topham Road in Pelham.

In 1999 the school became independent of Maritzburg Christian Church in order to be inter-denominational. A High School was started in 2002.

In January 2006, we amalgamated with the King's Way School. The amalgamated School is known as Maritzburg Christian School. The School operates on two campuses, with the Pre-Primary and Foundation Phases situated on the NCF Church grounds; where additional classrooms have been constructed. The Senior Primary and High School Phases function at the Topham Road campus.

CHRISTIAN CHARACTER TRAINING

A noteworthy statement that we strive to follow at MCS is, "Christ is the thread that runs through everything we do." To that end, our aim is to encourage Biblical principles of conduct. The instruction of Christian character training will take place informally at all times and formally in weekly Christian Life Skills lessons. We believe in equipping each individual to grow spiritually and to have a personal relationship with The Lord Jesus Christ.

DISCIPLINE

Our total programme is designed to develop the spiritual, academic and sporting potential of each child, as well as maintain Biblical principles and a learning environment that will enhance academic standards. To implement the objective of total character development, it may be necessary to follow scriptural admonition in correcting a child. Parents play an important role in training up a child in the way he/she should go and, in times of correction, the headmaster may contact parents to ask them to co-operate in the process.

Misconduct is dealt with by administering suitable punishment, and pupils are counselled with a view to correct inappropriate behaviour.

We take a very firm stand on issues such as stealing, cheating, persistent disobedience, swearing, smoking, drinking alcoholic beverages, the use of narcotics and pornography.

Parents and learners sign our Code of Conduct manual that outlines the School's policy on behavioural and disciplinary issues. It is a guideline toward positive behaviour.

CURRICULUM

Our language of instruction is English. Afrikaans and IsiZulu are offered as first additional languages. We aim to develop the whole person and emphasize Christian Lifestyle, Academics and Sport.

ACADEMICS

We follow the National Curriculum of instruction with a Christ-centered perspective. Grade 7, 8 and 9 follow the General Education and Training Certificate. Grade 10, 11 and 12 follow the Further Education and Training Certificate and write the IEB (Independent Examination Board) exam. Grade 6 and 9 have the option of writing the IEB bench-mark exams.

SPORTS AND CULTURE

As sport forms a very important part of children's education, we ordinarily require learners to participate in at least one physical activity per term. While the sporting and cultural options vary seasonally, the following are offered at present:

Boys and Girls	Athletics, Choir, Cross Country, Debating (HS only), Hockey, Miniature Historical War games, Soccer, Swimming and Worship team
Boys	Cricket (grade 8-12), 7- a- side rugby (HS only)
Girls	Basketball, Netball (HS only)

All learners are given ample opportunity to participate in these sports on both a competitive and social level. It is our policy that no child will be excused from sport without a written excuse from his/her parent/guardian.

SPIRITUAL DEVELOPMENT

Formal assemblies with Praise and Worship are held twice a week. The other mornings are begun with class devotions held during registration.

SCA (Student Christian Association) is also held during lunch break once a week. Learners, with staff members as overseers, lead these times. We also unite with other schools on a termly basis with Scripture Union for Independent Schools.

HOMEWORK

Homework is part of our normal school routine. It will be given in moderation. The work which is set is expected to be carried out with the same diligence as class work.

Parents are to ensure homework is done and must sign the homework book on a daily basis. Excessive parental involvement is not recommended, however, homework can provide a wonderful opportunity for parents and learners to deepen relationships and will also give parents insight into their child's school life.

The purpose of homework is to see whether the learner has grasped the subject and also to complete tasks not completed during school hours. Reading is of utmost importance, so when no formal homework has been set it is taken for granted that the learner will read and revise the work done.

PROGRESS REPORT

Learners are evaluated on a regular basis. Continuous assessment plays an integral part in the evaluation process. Parents will receive a report reflecting the pupil's spiritual and academic progress and character development twice a year. The school reports will be available during the first week of the July and December holidays. Although staff will always be available to discuss any matters concerning children with parents, it is suggested that prior appointments be made.

ATTENDANCE

Attendance on all designated school days is compulsory. Excessive absence will inhibit progress. Absence for reasons other than illness and emergencies will be excused only if prior arrangements are made with the headmaster. This also applies to attending sport fixtures.

If a learner is absent from school, parents need to phone and inform the school by 9h00 and on return to school with either a doctor's certificate (necessary for more than three days), or a note from the parent must be handed in to the registration teacher or taken to the office.

Doctor, dental, music and other appointments are to be scheduled after school hours wherever possible.

FIELD TRIPS AND CAMPS

Teachers regularly organise educational excursions to reinforce and motivate learning and to build leadership qualities. Although these activities are of real enjoyment to the children, they are designed primarily to enrich learning, as well as to build teamwork. Parents will be given sufficient notice of any such trip. It is our aim to take each class on a camp type outing at least once a year. An indemnity form will be signed which will exonerate the school from any liability incurred in the event of injury or loss of property on any such trip. The annual camp is compulsory. Camp fees are billed over three months.

OUTREACH

At appointed times we conduct outreach programmes to spread the love of the Lord to others. Missions to Lesotho, Madagascar and Zimbabwe have been highlights but we also go to old age homes, hospitals, and other schools, and regularly support organisations such as Cindi, Hospice and cancer research. Our primary outreach is to the Kwa Shange Community, the highlight of which is the "Love in a box" project and Christmas party held in November.

ANNUAL EVENTS

As part of our school's programme we hold functions that build rapport between parents, learners and school staff. These include the Matric Farewell, Family Days, Sports Day, Inter-house Swimming Gala, Grade 7 Graduation Dinner, Matric Prayer Breakfast and Speech Day.

Other events such as drama productions, talent shows and social evenings are also arranged.

CLOTHING REGULATIONS AND PERSONAL APPEARANCE

As a school we aim for excellence in our standards and that includes our appearance. We appeal to parents to help us achieve this and to encourage learners to take pride in their appearance. Wearing the school uniform makes one a representative of MCS and the way pupils appear reflects positively or negatively on the name of the school. The MCS uniform must therefore be proudly worn in and out of school. A complete uniform list is available from the School Secretary.

Girls

No jewellery other than a plain wristwatch is permitted.
If ears are pierced, only standard gold or silver studs (one per ear lobe) are permitted.
Hair is to be kept in a reasonable style. If long, it is to be tied back with a navy scrunchy or elastic.
No bleaching or colouring is allowed.
No nail polish is allowed and nails must be kept short and neat.
Skirts are to be worn just below waist and to be no shorter than 4 fingers above the knee.
Blazers must be worn with formal uniform.

Boys

Hair must be short and neat, conservative, tapered cut which is off the collar and ears.
No bleaching or colouring is permitted
No jewellery except for a plain wristwatch
No arm bands allowed
Uniform must be complete, neat and in good repair.
Shirts must be tucked in and boxer shorts may not be visible.
Belts must be worn just below the waist
Pants length must just reach sole of shoe. No buckling of material around the ankle is permitted.
Blazers to be worn with formal uniform and also with cricket kit when playing matches.
Tracksuits to be worn over sports kit when playing away games, or for swimming and athletics.

All items of clothing must be labeled visibly so that they can be returned to their rightful owners if mislaid. Clothing left at school will go to "Lost Property". If not claimed within a term it will be given away or sold in the thrift shop.

SCHOOL FEES

See enclosed Fee Schedule and Fee Agreement. Fees must be paid in advance by the 1st of the month. Debit Orders are attached to the Application forms. Families employed with regular salaries must pay by Debit Order.

SCHOOL HOURS

Monday to Thursday	:	Grade 4 – Grade 7	07h35 – 13h45
Friday	:	Grade 4 – Grade 7	07h35 – 12h45
Monday to Thursday	:	Grade 8 – Grade 12	07h35 – 14h45
Friday	:	Grade 8 – Grade 12	07h35 – 12h05

AFTERCARE (Grade 4-6)

Safe aftercare facilities are available until 17h00. These may be used on a permanent or casual basis. Details of the costs are available from the school secretary.

Pupils not collected timeously will automatically be placed in aftercare so as to ensure their safety at all times.

STATIONERY AND TEXTBOOK REQUIREMENTS

A list of stationery requirements will be given on acceptance of application. We usually order through Walton's Back to School Scheme.

A text book list will also be given to you for the appropriate year of study. Each learner needs to purchase his/her own books.

All books need to be covered and labeled adequately. It is the responsibility of each child to look after his/her own property.

SCHOOL TERMS

On application you will be advised about the dates for the new school year. Please note that as we are an independent school, our dates do not always follow those of the state schools.

TUCK SHOP

A tuck shop operates every day of the week offering both refreshments and healthy light lunches.

A FINAL WORD

We see children as a very special part of God's Kingdom, each with varying gifts and abilities. It is our desire to understand the unique design of each child and to treat each one as an individual. We look forward to building on the foundation that you as parents have laid. Let us join together in raising children that will make a positive contribution to our society.

CONTACT DETAILS

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Pietermaritzburg
3201

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Tele: 033 3863370

BANKING DETAILS

ABSA BANK
MAIN BRANCH – PIETERMARITZBURG
BRANCH CODE 632005
A/C NO. 4053476270

