

Good morning ladies and gentlemen.

I am Ms S Pillay, I am the Acting HOD Curriculum and Guidance for the Foundation Phase. It is my responsibility firstly to ensure that the content of the education your child receives is in accordance with the approved educational standards.

In other words, a head of department is a teacher on one hand, and an administrator on the other. Their functions and duties are to act as a liaison between the principal and the staff, to provide instructional guidance to teachers, to plan, to organise, to command, to coordinate, to control, and to carry out delegated tasks.

Educator Upskilling

Our educators attend courses and workshops in order to broaden and refresh their knowledge and use them with new ideas. These aspects are successfully implemented in the classroom. Many Saturday workshops and after school content training in all subjects are planned throughout this term and in the year ahead. The aim of the training is to ensure that all our teachers are conversant with the subject matter and programs.

There are 4 Grade 1 classes in the Foundation Phase, with 40 learners in a class.

We offer the following Learning Areas,

- Home Language English,
- Mathematics
- First Additional Language Afrikaans,
- and Life Skills

A Second additional Language, isiZulu, was introduced in Grade 1 in 2016 and in Gr 1 and 2 in 2017. This was done in an informal manner using songs and greetings and will continue in 2018.

Assessment and Promotion requirements

1. Your child needs a 4 in HL,

2. 3 in both Maths and Afrikaans to progress to the next grade. This information is on the website and on the communicator with an explanation of what outstanding, meritorious, etc. means. If you have not seen it, please go and peruse it and familiarise yourself with the requirements.

Your child will write weekly concept tests, spelling and mental test, reading assessments and a more comprehensive test that will all make up the task for both Maths and Home language, as well as for Life skills and FAL.

Zulu does not have a mark on the report.

Dear Parents, I cannot emphasize enough the valuable contribution you can make to your child success, by ensuring that your child works consistently on the daily homework daily.

Reports will be issued at the end of every term. The marks of all 4 terms are added and divided by 4 to give a mark at the end of the year which will determine your child's progress.

Your child's education is a combination of teacher, child and parent working together to get the optimum performance from them.

At the end of term when reporting is done, if a child does not meet the required assessment standard, we will engage with you to help improve on this results. We would have at this stage already have communicated any learning difficulties together with interventions. We would have corresponded with you and let you know test marks, incomplete work, books will be sent home and any other relevant information. Concurrently we will fill in necessary documentation for the department as required and monitored by them.

Communicating well is a key factor for making this relationship work. Communication on both sides is extremely important. You as Parents need information about what and how your child is learning and us the teachers need important feedback from you the parent about your child's academic, social and emotional development. When you are called in for a meeting, please remember that we are here to help you and together we can work successfully to help your child.
