



1. SCHOOL RULES

The school rules must be adhered to by all learners of the school, they apply:

- at the school during school hours,
- when on the premises of Christian Legacy Academy,
- When a learner appears in public wearing Christian Legacy Academy uniform,
- during play time, functions or extra mural activities.

2. GENERAL RULES

- Learners may not break any laws of the Republic of South Africa,
- Learners must adhere to the values Christian Legacy Academy,
- Learners should behave mannerly at all times in class and not infringe on the right to education of fellow learners and teachers,
- Learners must always be at school. Parents or guardians should communicate via WhatsApp or email the school office to report absenteeism and the reason thereof,
- If a learner is absent for more than 3 consecutive days, a letter from a medical doctor is required,
- If a learner is absent for more than 14 consecutive days without any notification or prior communication, such a learner will be automatically deregistered from the school's administrative system,
- Learners who get ill or sick at school should report immediately to their teacher. Then the school will contact the parents,
- Drugs or any illicit of any kind is prohibited in the premises of the school and on school uniform,
- Learners are not allowed to be in a possession of drugs, alcohol, or illegal substances.
- Learners are not allowed to carry weapons, ammunition or any dangerous objects in the premises of Christian Legacy Academy,

- Learners may not vandalize the property of the school or any property belonging to another learner, parents will be held liable for any damage,
- Learners are expected to take care of their belongings, as the school will not be held accountable for loss or damage,
- Learners must always be in their full school uniform, unless otherwise stated by the school through parent communication,
- Learners' belongings and uniform must be clearly marked,
- Learners must use school bags of good quality, no plastics will be allowed to carry books or any belongings,
- Learners are not allowed to play with the firefighting equipment (except in a case of a fire),
- Learners are not allowed to gamble at school or seen gambling wearing the school uniform (such will face disciplinary actions),
- Learners are not allowed to bring or use cellphones at school. Should cellphones be found, they will be confiscated and parents will be notified and asked to collect the cell phone. All learners have access to the school admin for cases of emergency,
- A penalty of R250 will be charged on learners found with cell phones,
- Learners are not allowed to leave the school premises during school hours without a written consent from the principal,
- Learners are not allowed to eat or drink in their classrooms during contact time. Chewing a bubble gum in the school premises is strictly prohibited.

3. DISCIPLINE

Christian Legacy Academy upholds high standards of discipline. The principal, teachers, support staff and RCLs are responsible for the implementation of the discipline and code of conduct policy.

3.1 The school intends to:

- Make every learner and parent aware of the school code of conduct,
- Punish and correct any misconduct,

- fair and consistent in the implementation of disciplinary measures and procedures,
- inform parents of any misconduct immediately,
- issue demerits and merits,

3.2 The responsibilities of parents

- to work with the school in the implementation of the disciplinary policy,
- to read the disciplinary policy to their children and make sure that they understand every detail,
- to encourage learners to behave in a manner that is in accordance with the code of conduct policy,
- to ensure that learners are always present at all times at school. Unless factors have been communicated with the school.

3.3 Responsibilities of learners

- to familiarize themselves with the rules of Christian Legacy Academy,
- to comply with the rules of Christian Legacy Academy,
- to accept responsibility and disciplinary procedures taken against them,
- to uphold the Christian biblical standards and values of Christian Legacy Academy.

3.4 Disciplinary actions

- Learners will receive appropriate punishment for any violation of the school rules (except for any form of corporal punishment). Disciplinary measures may include:
 - Strong and serious verbal reprimanding,
 - Detention classes,
 - appearing before the disciplinary committee,
 - temporary suspension,
 - expulsion from school.

4. SCHOOL UNIFORM

Christian Legacy Academy prides itself with the fabric and type of uniform as it sets the school apart from any other institution. Each color carries a significant spiritual meaning embedded in the colors of the Holy of Holies in the tabernacle of Moses. Learners are expected to wear their school uniform with a sense of pride and dignity during school hours. The following is the uniform of the school:

CHRISTIAN LEGACY ACADEMY UNIFORM LIST GRADE RRR-R	
GIRLS SUMMER	BOYS SUMMER
CLA purple and grey full-dress Uniform, with grey and Lilac belt	CLA purple and grey dungaree, with short sleeved CLA grey and white casual shirt
Worn with White tube socks with CLA approved lilac stripes	Worn with White tube socks with CLA approved lilac stripes
An option of CLA brim hat	An option of CLA brim hat
Plain white CLA approved sneakers	Plain white CLA approved sneakers
GIRLS WINTER	BOYS WINTER
CLA approved grey and lilac corduroy suit.	CLA approved grey and mustard yellow corduroy suit
CLA approved puffed jacket with CLA LOGO (female version)	CLA Approved puffed jacket with CLA LOGO (male version)
CLA woolen winter hat (OPTIONAL)	CLA woolen winter hat (OPTIONAL)
CLA woolen scarf with CLA LOGO (OPTIONAL)	CLA woolen scarf with CLA LOGO (OPTIONAL)
Worn with CLA white socks with stripes	Worn with CLA white socks with stripes
CLA woolen hand gloves (OPTIONAL)	CLA woolen hand gloves (OPTIONAL)
Plain black CLA approved sneakers	Plain black CLA approved sneakers

**CHRISTIAN LEGACY ACADEMY UNIFORM
LIST GRADE 1 - 7**

GIRLS SUMMER	BOYS SUMMER
A white short sleeved cinched cuffed shirt + a matching plaid bow tie (female version)	A white short sleeved shirt (STRICTLY with CLA logo embroidered) + plaid bow tie
CLA approved purple plaid skirt	CLA approved purple plaid shorts
Worn with white ankle socks with CLA purple double stripes	Grey Knee-high long socks with CLA purple double stripes
Plain white CLA approved sneakers	Plain white CLA approved sneakers
The CLA purple pullover is OPTIONAL	The school purple pullover is OPTIONAL
School cap is for EXCURSIONS ONLY	School cap is for EXCURSIONS ONLY

GIRLS WINTER	BOYS WINTER
A white long-sleeved shirt (STRICTLY with CLA logo embroidered) + a matching plaid bow tie (female version)	Long sleeve white shirt (STRICTLY with CLA logo embroidered) + worn with a matching plaid bow tie/ an option of a school embroidered Black and purple blazer
School approved purple skirt + with an option of black stockings	School approved grey flannel slim trousers
School purple V-neck jersey + the CLA black and purple standard blazer	School purple V-neck jersey + the CLA Black and Purple standard blazer
Plain black CLA approved sneakers	Plain Black CLA approved sneakers
Worn with grey knee-high school socks with CLA purple double stripes	Grey socks of choice

**CHRISTIAN LEGACY ACADEMY UNIFORM LIST
GRADE 8 - 12**

GIRLS SUMMER	BOYS SUMMER
A white short sleeved cinched cuffed CLA shirt (with CLA LOGO)	A white short sleeved CLA shirt (with CLA LOGO)
A matching plaid bow tie (female version)	A matching plaid bow tie (male version)
School approved purple plaid skirt	School approved purple plaid shorts
With white knee-high school socks with CLA purple double stripes	Grey Knee-high long socks with CLA purple double stripes
CLA purple pullover is OPTIONAL	CLA purple pullover is OPTIONAL
Plain white CLA approved sneakers	Plain white CLA approved sneakers
School cap is for EXCURSIONS ONLY	School cap is for EXCURSIONS ONLY
GIRLS WINTER	BOYS WINTER
A white long-sleeved shirt (STRICTLY with CLA logo embroidered)	Long sleeve white shirt (STRICTLY with CLA logo embroidered)
A matching plaid bow tie (female version)	Matching plaid bow tie (male version)
School approved purple skirt + with an option of black stockings	School approved grey flannel slim trousers
Grey knee-high school socks with CLA purple double stripes	Grey tube socks with CLA purple double stripes
The school purple V-neck jersey	The School V-neck jersey
CLA black and purple standard blazer	CLA Black and purple standard blazer
Plain black CLA approved sneakers	Plain Black CLA approved sneakers
School cap is for EXCURSIONS ONLY	School cap is for EXCURSIONS ONLY

5. LEARNER APPEARANCE

5.1 Boys

- The hair must be short off the collar,

- No bleached hair, dyed or artificially extended,
- Braids, dreadlocks, perms and unusual hairstyles with steps are forbidden,
- Long natural hair (afros) is allowed as long as they are neat and doesn't obscure the view in class,
- A boy with non-conforming hairstyles will be given a period of 3 days to correct otherwise a parent will be summoned to meet the head of discipline,
- Long nails are not permitted,
- Only prescribed school shoes can be worn to the school,
- Ties must be neatly worn and tied,
- Shirts are to be in a good condition and tucked in at all times,
- Learners must wear a full school uniform at all times.
- No piercing or tattoos are allowed on the premises of the school.
- Jewelry will be confiscated and kept in the office of the head of discipline.

5.2 Girls

- The hair should be shorter than 40mm in diameter. It must be cut in a way that does not obscure the view of another learner in class,
- If the hair is long enough to be tied, it must be tied back neatly in a ponytail,
- No hair bleach, dyed or colored is allowed in the school,
- A girl with non-conforming hairstyles will be given a period of 3 days to correct otherwise a parent will be summoned to meet the head of discipline,
- Nails must be short and neat,
- No false nails, tips or nail polish may be worn,
- No make up is allowed,
- Tattoos and tongue piercings are not permitted.

6. THE SCHOOL RULES:

These school rules must be adhered to:

- During normal school hours,
- Whilst on the school premises,
- When a learner appears in public with a school uniform,
- By learners and parents. Teachers will ensure that this policy is followed and properly implemented.