



A-Z
Information
BOOKLET
2022
CELEBRATING 60 YEARS



TMC

Thomas More College
An Inspired Education



TMC

Thomas More College
An Inspired Education

Ethos

Thomas More College is an independent, Christian-based co-educational school with dedicated and professional staff, offering classes from Grade 0000 to Grade 12. Through a balanced programme of academic, cultural, sporting and community activities as well as a measure of fun, the school prides itself on developing Christian love and self-esteem in children and a moral code as espoused in the Gospel of Jesus Christ, ensuring that they are able to make a meaningful contribution to an ever-changing society. Focus is given to developing and inspiring the whole child and equipping each one with relevant leadership and life skills.



TMC

Thomas More College

An Inspired Education

2022

A-Z

HISTORY

Thomas More College is an independent, co-educational Christian-based day school set on 20 hectares of conservancy, in the leafy suburb of Kloof, KwaZulu-Natal. It was founded in 1962 as a lay Catholic school for boys, and 55 boys, mainly boarders, were enrolled. Robin Savory was the Founder-Headmaster and assisting him were just two full-time teachers. In 1975, girls were enrolled for the first time. In 1993, Thomas More Primary School opened its doors. At present the school incorporates Grades 0000 to 12. Thomas More College prides itself on developing the whole child in a stress-free, nurturing environment in order that he/she may reach his/her full potential.



CONTENTS

History	1	Dale Carnegie Course	16
Who's Who	4	Dance Club	16
• Board Members	4	Dance Sport	16
• Staff Members	4	Debating	16
Contact Details	Back Cover	Detention	16
Campus Map	20 & 21	Diaries	16
Absenteeism	7	Digital Learning	16
Acceptance	7	Disciplinary Procedures	17
Admissions	7	Drama	17
A.E.U.	7	Eco-School	17
Afrikaans	8	Email Addresses	18
Aftercare	9	Emergencies	18
Art Club	9	English Olympiad	18
Assembly	9	ESports	18
Association Day	10	Equestrian	18
Athletics	10	Ethos	Inside Front Cover
Awards Criteria	10	Exams	18
Bank Details	10	Excursions	18
Basketball	10	Extramural Participation	19
Birthdays	10	Fixture Lists	19
Board of Trustees	10	Functions Co-ordinator	19
Bullying	11	Fundraising	19
Buy-a-Brick	11	Gate Passes	22
Café de More (Coffee Shop)	11	Golf	22
Calendar	11	Golf Day	22
Cell Phones	11	Haircuts & Styles	22
Chapel	12	Half Term	22
Charges	12	Hockey	22
Choir	12	Houses	22
Civvies	12	House T-shirts	23
Club TMC	13	iKhwezi Sports Centre	23
Code of Conduct	13	Indoor Hockey	23
Coding Club	13	Information Technology	23
Communication	13	Insurance	23
Community Social Partnerships	13	Interns	23
Computers	14	Interviews	23
Community Classifieds	15	ISASA – Independent Schools' Association of S.A.	23
Conservancy	15	JAM (Jesus and Me)	23
Country Fair	15	Legal Status	23
Craft	15	Long Walk	24
Crèche	15	Lost Property	24
Cricket	15	Marimbas	24
Crisis Management Plan	15	Mathletics	24
Cross Country	15	Matric Visual Art & Design Exhibition	24

Matric Dance	24	Sick Bay (Medical)	31
Matric Portfolio Councils (MPC)	24	Small Talk	31
Media Centre	25	Soccer	31
Mini Cricket	25	Spectators' Code of Conduct	32
Mini Hockey	25	Speech & Drama Festival	32
Mountain Biking	25	Speech Day / Prizegiving	32
Music	25	Sport	32
MySchool Card	25	Sport Coaches	33
Netball	25	STIC (Students Together in Christ)	33
Non-Academic Day	26	Subjects	34
Notices	26	Supper & Song	34
One-Act Plays	26	Swimming	34
Open Door Policy	26	Teachers' Assistants	34
Parents' Council	26	Telephone Numbers	34
Parents' Evenings	26	Tennis	35
Parking	27	Textbooks	35
Pastoral Care	27	Timetables	35
Past Pupils' Association	27	TMC App	35
Pathfinders	27	Transport	35
Photos	27	Thomas More Education Trust	36
Physical Education	27	Tuck Shop	36
Plays	28	Uniform Shop	36
Play Ball	28	Waterpolo	36
Prayer Groups	28	Withdrawals	36
President's Award	28	Yearbook	36
Public Speaking	28	Zenith Course	36
Queries	29	Zulu (see isiZulu)	37
Reading Help	29	Thomas More College – The Pillars of Who We Are	38
Reception	29	Prayer of Thomas More	39
Recorder	29	Thomas More Board of Trustees & Portfolios	40
Religion	29		
Reports	29		
Reunions	29		
Robotics	29		
Rock Climbing	30		
Rotary Exchange Programme	30		
Round Square	30		
Rugby	31		
School of Music	31		

Note: Information correct at time of going to print.



WHO'S WHO

2022 BOARD OF TRUSTEES

Mr Wayne Jaggard	Chairman Chairman Education Trust Finance Human Resources
Mr Dexter Madlala	Vice-Chairman Strategy Transformation
Mr Larry Riddle	Treasurer Finance
Mr Gary Green	Marketing
Mrs Melanie Küster	Risk
Mr René Missen	Human Resources
Mrs Nelisiwe Nzama	Transformation Christianity & Ethos
Mr David Roome	Christianity & Ethos IT Specialist
Mr David Wiggett	High School Headmaster
Mrs Colleen Woodley	Business Manager
Ms Claudia Levarrelli	Secretary
EX-OFFICIO MEMBERS	
Mrs Anny Breedt	Junior Primary Headmistress
Mrs Gary Balarin	Senior Primary Headmaster
Mr Gareth Curtis	Fundraising & <i>Esprit de Corps</i>

THOMAS MORE COLLEGE 2022 STAFF

ADMINISTRATION

Mrs Colleen Woodley	Bursar / Business Manager
Mrs Deborah Hardcastle	Business Manager's Assistant
Sr Cherise Hutchinson	Nursing Sister
Mrs Rae Griesel	Past Pupils' Association & Parents' Council Secretary
Mrs Gill Doran	Accountant
Mrs Juliet Hartley	Admissions & Marketing Co-ordinator: Communications
Mrs Seema Kalicharan	Reception
Mrs Lisa Moffat	Catering & Functions Manager
Mrs Angela Swanson	Debtors Liaison
Mrs Hajira Dladla	Primary School Headmaster's Secretary / Medical Administrator
Ms Claudia Levarrelli	Marketing Co-ordinator: Digital Media Board of Trustees Secretary / Thomas More Education Trust
Ms Jodi Lawson	Assistant Catering Manager

Mrs Trisha Govender	Accountant School Account Queries
Ms Zenzile Shange	Assistant Housekeeper
Mrs Vanessa Thom	Functions Co-Ordinator
STOCK SHOP	
Mrs Nicky Eggers	Stock Shop Manager / Creditors
Mrs Ciske Dorfling	Stock Shop Staff / Creditors
ESTATE	
Mr Grant Benson	Facilities Manager
Mr Clinton Wynne	Facilities Administrator
Mr Garth Murphy	Maintenance Manager
Mr Jody Isaacs	Grounds Superintendent
Mr Innocent Msomi	Maintenance Supervisor
Mr Gideon Mfeka	Head Gardener
IT DEPARTMENT	
Mr Louis Thom	ICT Manager
Mr David Gwyther-Martin	IT Senior Support Technician
Mr Lwandile Mbele	Junior IT Desktop Support
Mr Dylan Launspach	IT Junior Support Technician

2022 HIGH SCHOOL STAFF

Mr David Wiggett	Headmaster: High School
Mr Stephen Ireland	Deputy Head: Operations & Discipline Design & Technology Life Orientation EGD
Mrs Debbie Kerdachi	Deputy Head: Academics Accounting
Mr Philip Lanz	Senior HOD: Community & Social Partnerships Geography
Mrs Vasantha Moodley	HOD: Pastoral Head of Subject: Life Orientation History
Mrs Cheryl Selley	HOD: Ethos & Round Square Schools Head of Subject: Life Sciences
Mr Andrew Browne	Head of Subject: Mathematics Head of Grade 10 & 11 Leadership Development Programme
Mrs Elisma Wolmarans	Head of Grade 8 & 9 Head of Subject: Accounting
Mrs Michelle Albers	English
Mrs Erin Ballard	Head of Subject: Physical Science
Mrs Vanessa Barnes	Head of MLC English Grade 11: Mentorship Programme
Mrs Anke Bonsor	Head of Subject: English
Mrs Sharleen Bezuidenhout	Assistant Librarian

Mrs Candyce Brehany	Grade Co-ordinator: Grade 9 Head of Subject: Business Studies Afrikaans
Ms Sasha-Lee Buckle	Design: Assistant Teacher
Mr Gerald Camp	Grade Co-ordinator: Grade 11 Head of Subject: Geography
Mrs Debbie Cotton	Counsellor
Mrs Kayleigh da Silva	English Drama
Mr Ronald Dove	Assistant Grade Co-ordinator: Grade 9 Geography
Mr Scott Drew	Grade Co-ordinator: Grade 10 Mathematics
Rev. Martin Easson	History Life Orientation
Mr Jonathan Esteves	Mathematics
Mr Alexander Goliath	Afrikaans
Mrs Madelaine Hall	Afrikaans
Mrs Liesl Huxham	Business Studies
Mrs Anele Khumalo	Assistant Grade Co-ordinator: Grade 8 Mathematics Mathematical Literacy
Mrs Janet La Grange	Mathematics
Mrs Colleen Lanz	Mathematics
Mr Ryan Lees	Accounting Natural Science English
Mrs Meg Logan	Head of Culture Head of Subject: Dramatic Arts
Mrs Ioné Minnaar	Afrikaans
Mrs Thabisile Mkhize	Head of Subject: History
Ms Nonto Mkize	Academic Administrator
Mrs Suhana Moodley	Head of Subject: EGD
Mrs Rani Mudaly	Head of Subject: IT / Assistant Grade Co-ordinator: Grade 11
Mrs Petronella Munian	English
Mr Alvy Murray	Head of Subject: Afrikaans Assistant Grade Co-ordinator: Grade 12
Miss Jackie Nel	Life Science
Mr TK Ngcobo	Intern: Sports Department
Mrs Xolile Nkosi	Head of Subject: isiZulu
Mr Vincent Oberholzer	Grade Co-ordinator: Grade 8 Technology Head of Sport
Mr Michael Oerder	Physical Science
Miss Tatum Olivier	Intern: English
Mrs Tonya Patterson	Assistant Grade Co-ordinator: Grade 11 English
Mr Thomas Pearse	Head of Subject: Visual Art

Mrs Mogana Pillay	Grade 10: Assistant Grade Mentor Business Studies
Mrs Sandra Pooley	Head of Subject: Mathematical Literacy Mathematics
Miss Cassandra Reddy	Laboratory Technician
Miss Summer Robertson	History Life Orientation
Mr Gary Robson	Life Sciences Teacher-in-Charge Eco-Schools Marine Biology
Mrs Genevieve Saville	Head of Subject: Design
Miss Sindi Sikakane	High School Headmaster's PA
Mrs Penny Thompson	Librarian Life Orientation EdTech Specialist
Mrs Natalie Tilling	Learning Resources Administrator
Mrs Marika van Wyk	Grade Co-ordinator: Grade 12 Physical Science
Mrs Ora van Zyl	Afrikaans
Miss Angela Westermeyer	English

2022 SENIOR PRIMARY SCHOOL STAFF

Mr Gary Balarin	Headmaster: Senior Primary
Mr Jason Brimelow	Deputy Head: Extra-Curricular & Student Affairs Grade 6 & 7: Maths
Mrs Roberta Ramasamy	Deputy Head: Academics Subject Head: English & Afrikaans Grade 6 & 7: English teacher Christian Portfolio Representative
Mrs Claudia Vosters	College Deputy Head: Personalised Learning Grade 7: Maths teacher Grade 4-7: Academic Extension
Mr Ryan Conway	HOD: Innovation & Mentorship Grades Subject Head: Maths & LO Grade 4,6,7: Maths teacher
Mrs Gail Purdon	HOD: Operations Subject Head: Art Grades 4-7: Art
Mrs Chantelle Barnard	Grade 4 & 5: Afrikaans teacher
Mrs Kathryn Conway	Grade 4: Class teacher SP Rep: Community & Social Partnership
Mrs Sarah de Leeuw	Grade 4: Grade Head Grade 4: Class teacher
Mrs Verniece Fuhri	Grade 6: Class teacher Grade 6: English, Maths & History Aftercare & Homework Supervisor



Mr Craig Hartley	Grade 7: Grade Head Grade 4-7: Technology teacher Subject Head: PE, Technology
Mrs Gemma Jansen	Grade 4: Class teacher
Mr Rogan Lang	Grade 6: Class teacher Grade 6 & 7: Maths teacher
Mr Andile Madonsela	Grade 7: Afrikaans & Grade 6 Zulu
Mrs Cindy Merrick	Grade 4-7 Music & Drama Junior & Senior Marimba Bands Choir Subject Head: Music & Drama
Ms Carol Mbili	Subject Head: isiZulu Grades 5, 6 & 7 isiZulu
Mrs Bernadette McCreedy	Grade 6: Grade Head Grade 4-7: Dean of Girls Grades 6: English & Geography Grade 7: English
Mr Jason McGarry	Subject Head: Science Grade 6: English Grade 6 & 7: Science
Miss Tracy Gardner	Grade 5: Class teacher
Mrs Tracey Meikle	Grade 5: Class teacher
Mrs Kim Nicholas	Grade 6 & 7: Computers & Robotics Grade 7: EMS
Mrs Winnie Nzama	Grade 4: isiZulu
Mrs Claire Pattle	Subject Head: Geography & History Grade 7: Class teacher Grade 7: English & Geography Grade 4 & 5: Computers
Mrs Annette Sewchuran	Grades 1-7: Media Education
Mrs Marie Steyn	Grades 6 & 7: Afrikaans
Mrs Leanne van Laren	Grade 5: Grade Head Grade 5: Class teacher
Mr Greg Webb	Grade 7: Class teacher Dean of Boys Grade 7: English/Maths/ History
INTERNS	
Mr Robert Heustice	Senior Primary: Grade 4
Mr Josh Wiborg	Senior Primary: Grade 5
Ms Abongile Kunene	Senior Primary: Grade 6
Mr Ayanda Shazi	Senior Primary: Grade 7
AFTERCARE	
Mrs Tanya Stacey	Senior Primary
Ms Joyce Mgenge	Senior Primary

2022 JUNIOR PRIMARY STAFF	
Mrs Anny Breedt	Headmistress: Junior Primary
Mrs Barbara Robb	Deputy Head: Academics
Mrs Jenny Sim	HOD: Pre-Primary
Mrs Lana van der Zee	HOD: Sports & Culture
Mrs Keryn Brophy	Secretary
CRÈCHE: THOM TEENIES (4 MONTHS TO 3 YEARS)	
Miss Vedika Naidoo	Lead Teacher for the Crèche Class Teacher: 2-3 years
Zanele Skakane	Assistant 2-3
Ms Silindile Zungu	Class Teacher: 1-2 years
Miss Kayley Jonathan	Assistant 1-2 years
Ms Tina Zungu	Class Teacher: Babies
GRADE 000: THOM TOTS (4 YEAR OLDS)	
Mrs Jenna Hollamby	Grade 000: Teacher Grade 000: Grade Head
Ms Babongile Kunene	Grade 000: Assistant
GRADE 00 (5 YEAR OLDS)	
Mrs Jenny Sim	Purple Group: Teacher
Mrs Michelle de Croes	Green Group: Teacher
Ms Thembi Mkhize	Grade 00: Assistant
GRADE 0 (6 YEAR OLDS)	
Mrs Kelly Gillingwater	Yellow Group: Teacher Grade 0: Grade Head
Mrs Angela Duff	Blue Group: Teacher
Mrs Lorna Sachs	Red Group: Teacher
Mrs Zakhiti Majosi	Assistant
Ms Hazel Dlamini	Assistant
GRADE 1	
Ms Nicky Mazoue	Grade 1: Teacher / Grade Head
Mrs Tarin Hockly	Grade 1: Teacher
Mrs Teneille Jonsson	Grade 1: Teacher
Ms Primrose Nhlangulela	Assistant
GRADE 2	
Mrs Annette de Klerk	Grade 2: Teacher / Grade Head
Mrs Heidi Lloyd	Grade 2: Teacher
Mrs Taryn King	Grade 2: Teacher
Miss Jodi Kerdachi	Assistant
GRADE 3	
Mrs Jill Balarin	Grade 3: Teacher / Grade Head
Mrs Nicole van de Ruit	Grade 3: Teacher
Ms Carol Mqadi	Grade 3: Teacher
Ms Christina Silva	Grade 3: Assistant

JUNIOR PRIMARY SUBJECT SPECIALISTS	
Mrs Elsie Roux	Grade 1-3: Afrikaans
Mrs Winnie Nzama	Grade 0-3: isiZulu
Mrs Lana van der Zee	Grade 0-3 Sports HOD of Sports & Culture
Mrs Ninette Alberts	Grade 0-3: Computers
Ms Chinenyenwa Nwokocha	Digital Learning & Robotics Assistant
Mr Anele Mnguni	Grade 00-3: Music & Drama
Mrs Shayna Turk & Mr Craig Humphries	Sports Assistants
Mrs Leanne Grant	Grade 1-3: AEU

INTERNS	
Ms Jeanie King	Foundation Phase: AEU
Ms Kimara Pillay	Foundation Phase: Grade 1
Ms Tegan Chomse	Foundation Phase: Grade 2
Ms Kerisha Naidoo	Foundation Phase: Grade 3

AFTERCARE	
Mrs Sharien Maartens	Crèche
Ms Zanele Ngcobo	Junior Primary

ABSENTEEISM

Except in the case of illness, pupils may not be absent from school without prior permission from the Headmaster / Headmistress. If pupils have been absent from school, they are required to hand in an explanatory note from their parents or a doctor's certificate to their class teacher, or to the sports teacher, if a sports practice has been missed. This may also be communicated via email. Daily registers are kept by every class teacher and sports teacher, and all absentee notes / doctor's certificates are kept on file.

Parents with children in JP:
– the class teacher must be notified.

Parents with children in SP:
– the class teacher must be notified.

Parent with children in HS:
– please email ssikakane@thomasmore.co.za

ACCEPTANCE

PRE-PRIMARY / JUNIOR PRIMARY / SENIOR PRIMARY:
All applicants attend a screening process of about 1 hour. This usually takes place mid-year, and is designed to ascertain the applicant's academic levels, allowing TMC teachers to have prior knowledge of areas of strength and weakness before acceptance.

HIGH SCHOOL: Applicants will be invited for an interview with the Headmaster.

ADMISSIONS

Application to attend Thomas More College is made via the Admissions Department in the Great House (admissions@thomasmore.co.za). To complete the application procedure, we require a completed application form, application charge and copies of birth certificate and recent past reports (if relevant) as well as any outside assessments which may have been carried out. This may also be submitted online although there is some documentation which requires being hand delivered.

AEU (Accelerated Education Unit)

The A.E.U. (Accelerated Education Unit) serves as a learning support or counselling support for any Thomas More pupil, parent or staff members. This includes aided-learning in the form of Remedial lessons, speech and occupational therapy, language enrichment, study skills, homework supervision, extra lessons and psychological support to any of the members of Thomas More College. We practice inclusive education while catering to each child's unique and individual needs. To accommodate this we have specially dedicated rooms and offices for therapists and lessons to happen on the premises.

SCREENING:

In the year prior to entry, we screen all prospective candidates. The aim of the screening is to assess the candidate's level of performance, and to gain prior knowledge of his/her areas of strength and weakness before possible acceptance.

Every applicant for the Primary School (from Grade 00) undergoes a screening by means of an age-appropriate assessment, prior to acceptance. There is a scheduled group screening once a year, but individual screenings can take place throughout the year, by appointment only.

LEARNING SUPPORT:

The AEU operates as a private entity whereby students are charged for their therapy over and above their school fees. The AEU acquires the services of the best available professionals to serve the needs of our pupils. Currently the AEU offers the following specialists:

Permanent consultants at Thomas More College in their private capacity are as follows:

1. Counselling Psychologist
2. Educational Psychologist



3. Occupational Therapists
4. Speech and Language Therapists
5. Remedial Therapists
6. Extra lessons in core subjects ie English, Maths & Afrikaans
7. Dyslexia and dyscalculia consultations, testing and therapy
8. Homework supervision
9. Study skills coaching

In addition we offer:

1. Annual eyesight screening testing
2. Annual Hearing hearing testing

The AEU has become the centre for psychological tests, accommodation / concession motivations, remedial assessments, and interviews pertaining to subject / career choices. Pupils who are exempted from isiZulu / Afrikaans classes (according to a specific policy) are also assisted in the AEU with additional Afrikaans or other therapies.

SMALL SUPPORT CLASS / GROUP

Small Group is, as it suggests, a small group of pupils who have or are experiencing some difficulty with the curriculum in the core subjects of Mathematics and English. The small groups are decided on by the grade teachers with guidance from the Accelerated Education Unit (AEU). Mathematics and English support in small groups are offered during the school morning at no additional charge.

JUNIOR PRIMARY GRADES 2-3

Children in the grade are grouped according to ability. English Small Group teaching is timetabled daily. Children grouped for Mrs Grant and Mrs Robb are determined by the class teacher according to individual learning needs. Curriculum content may be re-taught or refreshed, or more capable children may be extended. These groups are not static, and grouping is revised termly. Maths is taught in small groups in the classroom with assistance from teacher assistants and interns.

SENIOR PRIMARY

Where required, there are opportunities for Small Groups/support classes from Grade 4-7. A Small Group of approximately 12 pupils attend their Mathematics and English lessons each day with a remedial teacher or teacher with an interest in this area. The same English and Mathematics work is covered in the Small Group as in the mainstream class. The work is presented in a way that makes sense to the student's individual needs.

HIGH SCHOOL

Extra small class English lessons are offered in Grades 8 and 9.

ACCOMMODATIONS

These are available in order to enable a learner with intrinsic learning difficulties and/or physical disabilities to show their knowledge and ability in their final Senior Certificate examination. It is the school's responsibility to recommend and provide motivation for the candidates for accommodations. The eligible candidates must be referred by an Educational psychologist, academic staff and may only start applying in High School.

The eligible candidates must be in High School. Concession requests must be initiated by the High School teachers and heads of department. This request is then followed by a referral to an Educational Psychologist and appropriate scholastic Assessment stipulated by the school.

For more information, please contact:

Claudia Vosters on cvosters@thomasmore.co.za

AFRIKAANS

JUNIOR PRIMARY: Afrikaans is taught by a mother tongue specialist teacher from Grade 1. Focus is on learning vocabulary and the correct pronunciation in a fun manner through hands-on activities, songs, poems and rhymes. We begin basic written work and reading in Grade 2 and in Grade 3. The children write sentences and practice mini orals. Their confidence is built through repetition and games.

SENIOR PRIMARY: Afrikaans becomes more structured in the Senior Primary Phase. Not only do we cover reading, understanding, creative writing and spelling skills, we also introduce the necessary language concepts. A lot of emphasis is placed on reading, especially class readers, fun readers, library books and the National Geographic Afrikaans kids magazine. This enhances the extension of vocabulary and opens up a whole new world of ideas and topics for class discussions. During Afrikaans lessons we do a variety of activities to create a multilingual attitude amongst our children to see the value of learning an additional language by incorporating modern technology, karaoke singing of modern as well as traditional Afrikaans songs. This is not only fun but also assists with word recognition and pronunciation. We make use of a variety of teaching methods. This includes interactive learning activities like group work as well as working in pairs. This gives each child the opportunity to have added opportunities to communicate verbally with their peers. Various themes e.g. Sport, Transport, Food, School, Media,

Countries, etc., are introduced and pupils are assisted in theme related projects depending on the teacher's choice during different stages of the year. In Grade 4, 5, 6 & 7 formal assessments at different levels are introduced to assess the pupil's competency. We also make use of continuous assessments to keep track of each learners' progress. Grade 7 pupils write two exams during the year one being the end of the year which is an external examination. Poetry is introduced in Grade 7 and will be done during the year. A prescribed reader and a few poems will be assessed during the year.

We strive to ensure a lifelong learning experience by encouraging each pupil to have an appreciation for languages with a strong emphasis on the advantages it has on whole brain development.

HIGH SCHOOL: Afrikaans in the Senior Phase becomes more challenging as the years pass. Pupils are expected to converse in Afrikaans as well as show understanding of more complex grammar structures and literature. From Grade 8 pupils should be able to read with understanding.

During the Grade 9 year the building of vocabulary becomes very important and comprehension skills are developed. Basic literature is taught.

During the Grade 10 - 12 years we add grammar and literature in degrees to finally reach competency for the Matric finals. Many hours are spent on extra lessons and teachers are very accommodating in terms of learners who struggle with the language.

AFTERCARE

Aftercare is a facility for use by the parents and pupils, but does not form part of the School's formal education programme. Aftercare is offered at an additional charge. There are four separate facilities serving the needs of the different ages. The Aftercare facility runs strictly until 17:00 and a penalty is levied if a pupil is collected late, which is after 5pm. A charge structure is available from the Admission Secretary's office. These charges are allocated to the parent's school account. One full calendar month's notice of withdrawal is required.

CRÈCHE - GRADE 3:

Pupils are charged an hourly rate for Aftercare.

GRADES 1 & 2:

Written homework is done from 14:15 - 15:00.

GRADE 3:

Written homework is done between 14:45 and 15:30.

Parents are required to do Reading homework with children in Grades 1, 2 & 3.

TIMES: Junior Primary Junior Primary (Crèche to Grade 3): 12:10 - 17:00. All pupils are to bring a change of clothing, clearly marked. Please provide an extra lunchtime snack. A certain amount of supervised homework is provided. However, the onus lies with parents to ensure that all homework is correctly executed.

Supervisors take care of the pupils in the Junior Primary and offer indoor activities, outdoor play, constructive work and art to stimulate the children.

SENIOR PRIMARY: There are separate Supervisors for the Senior Primary pupils as well. The Senior Primary programme includes the supervised homework session, as well as craft/constructive work/indoor activities and outdoor play.

Grades 4 - 7 written homework is supervised by class teachers from 14:30 - 16:00 Mon, Tues & Thurs and from 14:00 - 15:30 on Wednesdays.

Senior Primary contact number is: 031 764 8681. (After the school day has ended only).

ART CLUB

SENIOR PRIMARY: This is an extramural activity with two sessions per week and pupils attend one of the sessions. Times change on a termly basis, depending on the afternoon programme.

ASSEMBLY

JUNIOR PRIMARY: Assemblies reinforce our Christian ethos, and serve to enable children to extend their life views and opinions, as well as to bring children together in a sense of community. During this time, we also celebrate children's achievements both in and outside of school.

PRE-PRIMARY: Grade 0 pupils attend an assembly with the Junior Primary pupils, once a week. The Grade 00 & 0 children also attend a mini assembly of their own once a week.

SENIOR PRIMARY: Assemblies are valued at Thomas More as an opportunity for the Primary School to nurture a sense of togetherness, for staff to make announcements and report on results of sporting fixtures, as well as for the school as a whole to recognise numerous pupil achievements and awards. As in the Junior Primary, it is furthermore an opportunity to build on our Christian values and support and uphold our ethos, vital for the well-being of our pupils and to develop EQ and character.

In the Junior Primary, Assemblies are held on Monday, Wednesday and Friday.



SENIOR PRIMARY:

- Tuesdays – Heads & guest speakers
- Thursdays – Deputy Heads RE Assembly

HIGH SCHOOL:

- Mondays – Headmaster
- Wednesdays – Guest / Cultural / MLC /
- Thursdays – Grade / House

ASSOCIATION DAY

This annual event is intended to increase the interaction between Past Pupils and Current Pupils, as well as between the Past Pupils themselves. The day is run along social and sporting lines, and consists of various sporting friendlies between the School 1st Teams and Past Pupil Teams, family-orientated fun, and social opportunities such as the “Catch Up with Your Teachers” session.

ATHLETICS

JUNIOR PRIMARY: During the 3rd term the Grade 1-3s have the opportunity to experiment with their speed and distance capabilities. Sports Day is held in fun and flat races. The Grade 0 pupils also have a sports day where they wear their class colours and show off their talent in flat races, relays and fun races.

SENIOR PRIMARY: It is a Senior Primary policy that every child is offered the opportunity to participate in the Inter-house Athletics meeting. This is held during Term 3 over a Friday and Saturday. It is a compulsory school day. From these results a Victor and Victrix Ludorum is selected.

HIGH SCHOOL: In the third term there is Inter-House Athletics where as many pupils as possible participate in the following events: 100m, 200m, 400m, 800m, 1500m, 3000m, Long Jump, Javelin, Discus and Shot-put, in U14, U15, U16 and Open Boys and Girls events. There is a Victor and Victrix Ludorum.

AWARDS CRITERIA

SENIOR PRIMARY: There is a detailed set of criteria for sporting, cultural and academic awards. A formal nomination and selection process is followed and a record kept of how the results are derived so there is no partiality.

HIGH SCHOOL: There is a detailed set of criteria. There are 4 areas in which pupils can work towards an award, namely: sport, cultural activities, academics and service.

An Awards Committee is responsible for the processing of the nominations of pupils. The awards are structured in such a way as to encourage and reward

those who have made an exceptional contribution to a school activity at the discretion of the Headmaster.

BANK DETAILS

The School's banking details are as follows:

Account Holder:	Thomas More Trust t/a Thomas More College
Branch:	FNB (Kloof)
Account No: (Current/Cheque Account)	62258238445
Branch Code:	221526

BASKETBALL

HIGH SCHOOL: Basketball will be introduced in 2022 for both boys and girls which will take place during Term 1 and Term 4. Term 1 in 2022 will be an introductory term with practises and internal fixtures. Interschool fixtures will commence in Term 4.

BIRTHDAYS

JUNIOR PRIMARY: We enjoy celebrating our pupils' birthdays. Pre-Primary children have Birthday Rings with their parents in attendance. Grade 0 to 3 children are sung to by the pupils and staff in Assembly. The children are allowed to wear Civvies, and are given a special “Birthday Sticker” to wear. Parents are most welcome to send in sweets or cakes to be shared in class. We request that cakes sent in are already cut up, or alternatively that cupcakes are supplied.

BIRTHDAY INVITATIONS: To avoid any ill feeling, we request that birthday invitations are either sent to the **whole class, or alternatively all boys or all girls**. If only a few children are invited, then we ask that invitations are handed out privately.

SENIOR PRIMARY: As a family-oriented school, we feel it is important to acknowledge every pupil's special day. They are allowed to wear Civvies on the day of their birthday or, in the case of a birthday being at the weekend or during the holidays, on the Monday or Friday closest to the child's birthday. We are also happy for the pupils to celebrate with their friends by bringing a square cake pre-cut into squares or cupcakes for the class, which will be eaten at break.

BOARD OF TRUSTEES

The role of the Board is to appoint the Headmaster/Headmistress of the High School, Senior Primary and Junior Primary, and to establish and maintain a relationship of wise counsel, mutual respect, accountability and support. An important role they

also fulfil is to ratify the policies and budget of the school (See pg 40 for members and their portfolios).

BULLYING

WHOLE SCHOOL: Bullying is regarded as an extremely serious offence and will not be tolerated. Bullying includes verbal bullying, physical bullying and cyberbullying. Behaviour such as incessant teasing and “ganging up” on fellow pupils will also be regarded as bullying. There is a comprehensive bullying policy.

BUY-A-BRICK

This is an ongoing fundraising initiative allowing any family, business or school individual to have their name embossed on a wooden plaque and mounted in the Habberton Hall. Order forms can be requested from rgriesel@thomasmore.co.za.

CAFÉ DE MORE (COFFEE SHOP)

Café de More operates in the Robin Savory Pavilion from 07:00 to 16:00 Mondays to Fridays during school term time only. It is also open on Saturdays during some of the sporting or special events at school. Parents are most welcome, but it is unfortunately not open to pupils, except when in the company of their parents. Grade 12 pupils may visit the Coffee Shop after school.

Café de More also sell a variety of frozen homemade meals. Please contact Moses on 031 764 8705 or email lmoffat@thomasmore.co.za for any queries.

CALENDAR

JUNIOR PRIMARY: All dates can be found on our TMC App under Junior Primary.

SENIOR PRIMARY: An Annual calendar is available on the TMC App. Please also check the google calendars as there are sometimes changes to sport fixtures which are beyond our control. Sporting/cultural fixtures appear on SOCS. All these platforms are accessible through the TMC App.

HIGH SCHOOL: An annual calendar is issued with all major dates for the High School i.e. list of term dates, compulsory days and school holidays. This is distributed in advance and hence we request that parents do not book weekends away or arrange alternative functions on compulsory days. The list of events is also available on the TMC App. Please also check the Google calendars within each grade for academic happenings, and SOCS for sporting/cultural fixtures. All these platforms are accessible through the TMC App.

CELL PHONES

JUNIOR PRIMARY: While it is widely accepted that cell phones have become an integral part of our everyday lives, it is extremely important to remember the following:

Cell phones, Tablets and Smart Watches are NOT ALLOWED in the Junior Primary. Digital learning in this Phase is developed in a controlled setting. The school Secretary will phone on behalf of the children if / when needed.

SENIOR PRIMARY: While it is widely accepted that cell phones have become an integral part of our everyday lives, Cell phones are NOT ALLOWED in the Senior Primary Phase. If a phone is required for a specific reason, e.g. a child sharing / dividing time between the parents in the case of a divorce, special permission has to be requested for this and then the phone may be at school but may not be used in school hours. It is extremely important to remember the School Policy on cell phones, tablets / notebooks is as follows:

- Phones / tablets / devices brought to school are the property and responsibility of the Senior Primary carrier. The school is in no way responsible and cannot be expected to look for lost or stolen phones / tablets / devices.
- Communication between the Senior Primary and parents is of such a high standard that cell phones are not necessary for that purpose.
- If a child's parents have requested specific permission in writing for the child to have a phone at school, the use of cell phones in the school is with permission from a teacher in a designated area only (the quad outside the Savory Media Centre) or for use under supervision in class when it has been requested for a research/creative task. No pupil may receive messages or calls during the school day. Even if the teacher requested that a device be brought to school for a specific inquiry-based activity, they should be locked away in their lockers during the school day unless specific permission is given to them by the teacher. E-books may be read in a designated area in the library or on the steps to the library.
- Social networking sites such as WhatsApp, Twitter, Mixit, Instagram, Facebook and YouTube etc. which are now freely available on phones, are strictly forbidden on the school premises. These sites often lead to ‘cyber bullying’ – an activity which will be dealt with in the strongest possible way. These apps are also legally only allowed to be used by a thirteen



year old. WE ALSO STRONGLY RECOMMEND THAT YOU AS PARENTS KEEP A STRICT CONTROL OVER YOUR CHILD'S CELL PHONE ACTIVITIES WHILE AT HOME PERTAINING TO THESE SOCIAL MEDIA APPS.

- Grade 7 Children are not permitted to carry phones during tests and exams – children found with phones during this time will be considered to be cheating. They may not use the calculator facility of the phone for Maths tests and exams but this may be used, with teacher permission, in class situations where the device has been requested.
- There are occasions where a teacher may require the children to use a phone as a part of an academic programme. Cell phones are often as part of an IT lesson but this is strictly controlled. Cell phone etiquette and correct usage forms part of the IT programme, and if a pupil contravenes the basic cell phone/tablet/device rules, the cell phone may be confiscated for a period of time. Repeat offenders will have their phones banned from school entirely.
- All pupils are required to sign the Internet User policy which applies not only to the use of the computer but also to lap-tops, cellphones, tablets, iPads etc.

At no time may any photograph be taken of any TMC staff member without the written permission of the staff member. No videos may be made of any activity on the College campus without the knowledge of the Head. Uploading of images, videos and other content that include pupils and the TMC campus must at all times comply with the Social Media Policy.

HIGH SCHOOL: The teacher reserves the right to determine whether the smart phone is brought into and used for teaching and learning purposes in his/her particular classroom. Should the teacher allow devices, the onus is on the pupil to lock it up in the locker provided before the lesson. Any transgression by a pupil will be dealt with according to the process set out in the Disciplinary Code (The phone is locked in the HS secretary's safe for 7 consecutive days).

Any other forms of social media are banned from being used on the Thomas More College High School internet service (as well as connection via cellular link). In bringing a cellular telephone or electronic device to school, you are acknowledging that you are responsible for it. The school will not be held liable if the phone or device goes missing or is stolen.

At no time may any photograph be taken of any TMC staff member without the written permission of the staff member. No videos may be made of any activity on the College campus without the knowledge of the

Head. Uploading of images, videos and other content that include pupils and the TMC campus must at all times comply with the Social Media Policy.

CHAPEL

The Chapel is situated underneath the Great House. Mass is held once a month and is conducted by our local Catholic Priest.

See Mr Stephen Ireland for more information about Mass and Catholic chapel services on 031 764 8655.

CHARGES

DUE DATE FOR PAYMENT:

Charges are due and payable on the first day of each term. Early payment discount, monthly payment options, debit order, direct deposits and cash options are all available. Please contact the Bursar's Department for further information.

CHOIR

JUNIOR PRIMARY: This is open to Grade 2 and 3 pupils. Pupils are taught various songs to develop singing in unison as well as singing with basic harmonies. We participate in, as well as host, choir evenings.

SENIOR PRIMARY: Pupils are welcome to audition to sing in the Senior Primary Choir. The choir participates in local Choir Festivals and performs at our school functions. They rehearse for an hour a week, but may be called for additional practices before a big event, if need be.

HIGH SCHOOL: Vocal Tenacity is the High School choir under the expert tutelage of Mrs Shylo Pereira. A small group of our best singers form the acapella group called Retrobeats. Both Vocal Tenacity and Retrobeats perform in varied festivals, as well as school functions.

CIVVIES

PRIMARY SCHOOL: Civvies Days are held as a means to support various charities, or in support of Country Fair donations. Sometimes, the pupils are encouraged to bring a requested item which is then distributed to a needy organisation. A small cash donation per Civvies Day may also be levied, and debited to the parents' accounts. Parents are asked to ensure their children are suitably attired. No avant-garde or revealing clothing should be worn on civvies days. Girls' hair, if long, should be neat and away from the face.

No make-up is permitted. Jewellery should be simple and in keeping with the uniform policy.

HIGH SCHOOL: Civvies Days are held annually as a fund-raising mechanism. Parents are asked to make sure that their children are suitably attired with no avant-garde or revealing clothing being worn.

CLUB TMC

Club TMC (formerly the 150 Club) was introduced, primarily as a fundraiser, in the early 1980s. Presently members contribute R190 per term with a draw each term. The Club TMC contributions make up a significant part of the overall fundraising income which is designated for capital development.

CODE OF CONDUCT

JUNIOR PRIMARY: Children are involved in the process of drawing up their own classroom rules, as well as being required to abide by the Primary School code of conduct available on the school App.

PRIMARY SCHOOL: At the beginning of each year, or when a new pupil enrolls at the school, a Code of Conduct is given to pupils and parents to read through. The Code of Conduct covers general principles governing behaviour; it lists repercussions for anti-social behaviour, as well as where the school stands on a variety of issues ranging from romantic affection, cell phones, to dress and appearance, and disciplinary matters.

A Code of Conduct is displayed in every classroom, along with a 'Disciplinary Code'. Guidelines to the actual detail are sent to each parent in a separate document, at the beginning of each year. Parents also agree to their child/children abiding by the Code, when they sign the school's "Parent Contract" contract. There is also a computer / technology user policy which has to be signed by the pupil and parent.

HIGH SCHOOL: Refer the Code of Conduct published on the school website and app. This is reviewed annually.

CODING CLUB

HIGH SCHOOL: The Coding Club is open to all High School pupils. Technology dominates all sectors of society and being computer literate is no longer an adequate skill in the world of work and play. Learning to code is now the buzz word. Knowledge of coding helps boost problem-solving and logical skills. The Coding Club provides a space for the serious programmers as well as for those who that just want to have some coding fun. Pupils are exposed to various platforms of coding such as Code Combat, HTML, Java, JavaScript, etc.

Pupils are free to experiment and explore the various coding platforms and programming languages. Cod-

ing is a highly valued skill and encourages creativity in our dynamic society.

COMMUNICATION

- Regular newsletters are placed on the Thomas More College App. The purpose of the newsletter is to disseminate information about events and news of interest to Thomas Moreans.
- The Moorcock Chronicle is distributed electronically twice a year to all past and present pupils of TMC. It includes recent events, news of past pupils, and a diary of forthcoming events at the College.
- The TMC website carries general information about our school.
- The electronic notice board at the gate is updated daily with reminders about various events etc.
- The Thomas More College App consolidates communication across the phases – this is your go to platform for any information you may require.
- The Communications Department handles communication matters. Please contact Mrs Juliet Hartley.
- Letters about specific events are sent out from time to time via WhatsApp groups, email and the school app.
- Parent/ Teacher WhatsApp Groups are created in the Primary School for class and sporting information.
- High School teacher and Pupil WhatsApp Groups are created for class and sporting information.
- Parents should follow the correct channels of communication ie: class teacher / subject teachers / Grade Heads / H.O.D. / Deputy Head / Head of Phase.
- Parents are to consult the School App / Google Calendars / SOCS programme for all details of academic deadlines and sporting fixtures.

COMMUNITY SOCIAL PARTNERSHIPS

Previously known as Outreach.

THE PRIMARY SCHOOL is involved in numerous projects. Each Wednesday, a BREAD BUDDY collection of bread, fruit, vegetables, and non-perishable food is sent to the Valley of 1000 Hills community. Smaller fundraising efforts also take place on an ongoing basis throughout the year with a new emphasis on community engagement and is communicated via newsletters and notifications.

In **THE HIGH SCHOOL** each grade is involved in an



outreach project – the Grade 8s are involved with the Kloof Rest Home and the SPCA. The Grade 9 project is the Embo Community from Bothas Hill. Each Thomas More College Grade 9 gets the opportunity to interact, feed and play games with these disadvantaged children. The Grade 10 project is to provide computer literacy to pupils who don't have these facilities at their schools. The Grade 11s do the SMILE Literacy programme with Grade 5 pupils from Lamula Primary in Lower Molweni. The Grade 12's do In-reach with our own ground and maintenance staff. They hold Birthday parties for them and also collect stationery and clothes for their families.

THE WHOLE SCHOOL has also been involved in a very successful "Bread Buddy" scheme where pupils bring extra food on Wednesdays which is taken up to the 1000 Hills Community. The whole Thomas More College family collect Christmas hampers for all our ground, kitchen and maintenance staff at the end of the year. Most of these projects are funded by the Sponsored Walk which is held in February each year. In 2011 we funded and donated a kombi to the Hillcrest Aids Centre. In 2012 our whole school project was to donate 8 notebooks and 2 laptops to Philangathemba Trust in Lower Molweni. This trust helps 3 schools in the area namely Bazamile and Lamula Primary Schools and Tholulwazi Secondary School. These computers will enable them to learn basic computer skills. In 2013 we helped build a youth centre in Lower Molweni with a classroom, toilets and offices where Thomas More contributed R100 000 to the cost of this project.

We have financed one of our bursary students from 2013, Hlengiwe Msibi who has graduated with a BSc from UKZN Westville. We have also financing a student Pamela Maphumuio through UKZN Edgewood and she is now doing an Internship at DSG.

In 2015 we started a new project, the Pop-up Street Store, where we collected good second hand clothes and then sorted them and in conjunction with other schools and churches in the Upper Highway we held a day at St Agnes church where the community could come and shop (for free). In 2016 Thomas More together with St Agnes church ran our own Pop-up store at Philangathemba in Lower Molweni. This was a very successful project as there were huge contributions of clothes and time from TMC pupils, parents and staff. We once again ran a very successful Pop-up street stores in 2017 in Lower Molweni. In 2018 and 2019 we once again ran a joint pop-up street stores at City Hill in Pinetown.

In 2020 our program ran as normal for term 1 but due to lockdown we were limited with what we could

do but we continued with what we could. We made substantial donations to food parcels for people in need in our communities. We have contributed to food parcels for our support staff. We have continued with our bread buddy collections and did our yearly Christmas hamper for our support staff.

In 2021 we were not able to have our grades interact with the community but we have supported them with food parcels through St Agnes church and Philangathemba. Our plan is to revert to all our activities stipulated above in 2022.

COMPUTERS

COMPUTER DEPARTMENT:

There are 6 fixed computer labs at the school and 5 mobile labs where chrome books/tablets/mecer notebooks can be taken to class venues in the HS and in the SP.

GENERAL COMPUTER USAGE INFORMATION:

The school has embarked on cloud storage for storing schoolwork that is easily accessible from school and home, but we recommend that pupils carry their own 'memory sticks'. Every pupil from Grade 1 to Matric has his/her own email address at the school. The Libraries at break times and after school are popular venues for SP and HS pupils to check mail, work and play simple computer games with friends. The school has a high speed fibre connection to the internet, but our browsing is limited to a degree by content-filtering rules. Special cases will be considered. Please speak to the IT Department. The school essentially uses Microsoft products in the labs and libraries in line with what will be tested in IEB exams. Our main word processor is Microsoft Word but G-Suite is also available. We offer laser colour printing in our libraries. Microsoft Office 365 is free to our pupils, and can be downloaded using your school credentials.

We do operate a campus wide wireless network as well, so wireless devices can connect to the school network. There are instructions on our student portal for the settings required to make this work.

SMARTBOARDS:

All classrooms are equipped with a Smartboard or board and projector.

PAPERCUT:

What it is and how does it affect you?

PaperCut is a software programme we use at school to monitor our printing via the printers throughout the campus. Using this software we can determine exact amounts printed by everyone and even if they are printed in colour or not. By making everyone

aware of the cost of printing, we can hopefully curtail wastage.

How do we make people aware?

PaperCut allows us to keep 'accounts' of printing. Each person in the school has an account. The pupils will be allocated a non-accumulating monthly amount which should cover their normal printing needs for school work. This amount is covered by the normal school charges and will be re-allocated every month. The account balance (funds available for printing) is displayed on the screen when a user logs in. A pupil who 'over-prints' during the month will have to purchase more credit if he/she wishes to print at school again that month or obtain a voucher from their teacher if it is portfolio/class related. In this way, we hope to cut the cost of printing for 'Average Joe' and apportion the cost of excessive printing to those who exceed their limit.

COMMUNITY CLASSIFIEDS

If you wish to advertise in the TMC Classifieds, which appears on our TMC App, please complete the google form on the App and submit along with PDF/JPG advert and proof of payment. The advert will run for 1 full calendar month, starting on the 1st of every month. The costs involved are:

Business Adverts – R300 per month

Personal Adverts – R150 per month

CONSERVANCY

The School is eco-friendly and is a registered Conservancy with an environmental policy to guide its practice and development. Alien eradication is an important part of its programme and its trail system is open to the community and is also used for cross country, running and mountain bike riding. In 2019, Thomas More College achieved the highest level attainable – International Green Flag status Diamond Decade.

COUNTRY FAIR

The Country Fair is a popular annual event on the TMC calendar. Whilst it is a fundraiser for the Parents' Council, it is also an *esprit de corps* builder. It usually takes place on the campus on the last Saturday in July or the first Saturday in August.

Parents, staff and pupils join in and work at the different stalls. Tombola, an excitement zone, second-hand bookstall, a beer tent, a tea garden, a House of Horrors, arena events craft market and a lifestyle expo are some of the regular activities on the day. Country

Fair Day is a compulsory school day.

CRAFT

JUNIOR PRIMARY: Craft is offered as an extra mural in different terms for Gr. 1–3 pupils. Pupils do different kinds of craft activities.

CRÈCHE

This facility offers day care for children aged 1–3. Children who are turning 4 during the year of entry are accommodated in our Grade 000, where staff children, siblings and children of past pupils receive preferential positions on our application list.

CRICKET

JUNIOR PRIMARY: See Mini Cricket

SENIOR PRIMARY: A popular Thomas More sport open to boys and girls which is played competitively during Terms 1 and 4. Pre-season nets training takes place during Term 3. Local representative trials take place during Term 1 and KZN trials during Term 4.

HIGH SCHOOL: Cricket is very popular and we field 6 teams (1st, 2nd, U15A & B, U14A & B) which all play regular fixtures in Terms 1 and 4. We also participate in local festivals. We send boys to regional and provincial trials. We have nets and fields on the school campus and also use the Luther Field at Kloof Country Club for our 1st, 2nd and U15A teams.

CRISIS MANAGEMENT PLAN

The School has a plan in place to cope with any crisis that may occur at the school or incidents that may relate to the school. The committee includes the Board of Trustees Chairman, High School Headmaster, Senior Primary Headmaster, Junior Primary Headmistress, Business Manager, Marketing Department, Estate Manager, School Nurse and the Deputy Heads of each phase.

Their role is to provide information during a crisis, to ensure that all concerned parties are kept abreast of developments, and to manage the after-effects of any crisis.

CROSS COUNTRY

JUNIOR PRIMARY: Cross country training for Grade 1–3 is done in the early morning in Term 2. Grade 2 and 3 pupils have the opportunity of participating in fun Inter-school runs on Friday afternoons. Grade 2s and 3s all run in the U9 age group unless they are U10 in which case they will run in the U10 age group. The races have a "Comrades" atmosphere and the



emphasis is not on winning but on finishing the race.

SENIOR PRIMARY: A popular sport with athletes running in the local league during Term 2. Training begins after the mid-term break of Term 1 with athletes attending early-morning training at school. Local and provincial trials take place during Term 2 or beginning of Term 3. Training happens prior to the start of the academic day.

HIGH SCHOOL: Offered in Term 2 for High School athletes.

DALE CARNEGIE COURSE

The Dale Carnegie Course is a world renowned and recognised international course that aims to allow people to build confidence in themselves, speak confidently, and how to interact and cooperate with others in a meaningful and significant way. In Dale Carnegie's words, it is to learn *"How to win friends and influence people"*. In the words of a Thomas More College Graduate: *"It's not about who you know, but about who wants to get to know you"*.

TMC host one course in the 2nd Term over a period of 8 weeks.

DANCE CLUB

JUNIOR PRIMARY: Dance Club is an opportunity for the children to learn some group dances, explore different dance styles through interactive dance games as well as have fun with rhythmic movement activities.

DANCE SPORT

HIGH SCHOOL: Offered during Term 1.

DEBATING

HIGH SCHOOL: We compete in the Durban Coastal Debating League. For debating, we have the following two age groups participating in the league: Grade 9 & 10 – Juniors and Grade 11 & 12 – Seniors. The course begins in February and runs until the beginning of the third term. The Grade 8s participate in social debating where they are introduced to the basics of debating.

DETENTION

SENIOR PRIMARY: See Disciplinary Procedure.

HIGH SCHOOL: There are 3 types of detention in the High School:

1. **Detention:** Takes place on, Tuesdays (14:30 – 15:30) and Wednesdays (14:15 – 15:15). It is for contraventions of the College Code of Conduct

/ Disciplinary Code. Teachers are able to call additional academic detentions/misbehaviour remediations on an individual basis.

2. **Friday Detention:** Is run by the High School Grade Controllers for two hours (14:15 – 16:15) on Friday afternoons. Friday detention is for the more serious offences, as set out in the Disciplinary Code as well as repeat detention offenders.

3. **Saturday Detention:** Two hours on Saturday mornings (08:30 – 10:30). This detention is regarded as the last resort for repeat offenders before suspension. However, if the offence committed is of a serious enough nature, the Headmaster reserves the right to forego Saturday detention and to suspend/expel as per the school's Code of Conduct. No pupil will be excused from Saturday Detention, for either a practice or a match of any type.

DIARIES

JUNIOR PRIMARY: Each pupil is supplied with a notebook for notes to and from school. In Grades 1 – 3, this is mainly used to write down homework, which should be checked and signed by a parent or guardian on a daily basis. Notebooks can also be used as an invaluable link between teacher and parent, as teachers check them daily and will respond to any questions/requests immediately.

SENIOR PRIMARY: A Thomas More school diary is distributed to children in Grades 4 – 7 at the beginning of the year. Diaries are compulsory for all pupils. They have to be filled in and controlled daily by parents and teachers and are seen as an important means of communication between staff and pupils.

DIGITAL LEARNING

JUNIOR PRIMARY: The Junior Primary boasts its own lab with 1 computer per child. The children are exposed to a wide range of technology and devices in the IT lab. Apps are downloaded on tablets for reinforcement of what is being taught in the classroom. The Junior Primary has a bank of tablets that can be used in classrooms during the school day. Coding and Robotics is part of the Digital Learning programme which runs from Grade 0–3.

SENIOR PRIMARY: The Senior Primary computer curriculum includes the teaching of computer applications like Google suite and Office 365 skills etc. It also includes EV3 Lego robots, which we use to teach robotics, programming and computational thinking. Coding is also taught using various platforms like Code.

org and Scratch. There are 2 x 3D printers which open opportunities for creation and design. 21st century learning is embraced in this environment. Senior Primary pupils attend weekly computer skills lessons, as well as Academic Enrichment programme where children are upskilled using, inter alia, Educational Minecraft, Athletics, EPIC, Camm and Readers Are Leaders. Robotics is also taught during the Extra Curricular programme.

HIGH SCHOOL: This is a subject that is chosen by Grade 9 pupils.

Computer Studies covers the content on Buying a Computer, Problem Solving, Algorithm Design (Pseudocode & Flowcharts), Theory and basic Java Programming. It provides an introduction to Information Technology in Grade 10.

DISCIPLINARY PROCEDURES

SENIOR PRIMARY: The aim of this procedure is to illustrate to offenders that their behaviour has been inappropriate and that the school, their parents, and indeed society at large, has higher expectations of them. If and when necessary, offenders will be punished in the appropriate way, and punishment will fit the "crime". A number of procedures are used e.g. time out, teacher/parent interviews, detention, daily report, internal suspension and external suspension etc.

HIGH SCHOOL: Refer to the policies on the website Code of Conduct and Disciplinary code.

DRAMA

JUNIOR PRIMARY: Drama forms part of our termly programmes. Lessons are linked to Music & Movement or to specific lessons in the classroom.

SENIOR PRIMARY: Drama is for anyone, and would benefit any child, from those who love drama, dressing up or pretending, to those who need a confidence boost or some help with language. One hour drama lessons are usually done per class in terms 2 and 3 and music in terms 1 and 4. During Drama the class is split into sections: The class starts with a warm-up game or activity, then moves on to some speech work. Usually the focus of the lesson will be putting on a play (either as a whole-class directed by the teacher, or in groups by the pupils themselves). Other activities include movement (focusing on body awareness, often to music), improvisation activities and many other drama games. Pupils enter the Speech and Drama Festival in Grades 4 and 5. Extra paid for drama classes are available during the Extra Curricular programme.

HIGH SCHOOL: Speech is our chief means of expressing our thoughts and feelings and communicating with other people. Drama affords opportunities for invention and expression leading to a better understanding of human situations and behaviour.

The medium of drama is used to develop various life-skills, which include: critical and creative thinking, time management and communication skills. In addition to this, pupils develop moral awareness, social responsibility, empathy and compassion. Extensive assessment tasks are set in order to grow the pupils academically and practically.

The school's extramural programme offers various opportunities for pupils to become involved in cultural and dramatic activities – both as a performer and / or backstage crew member; this would then further challenge and extend the pupils as they participate.

ECO-SCHOOL

Eco-Schools is a fundamental initiative active in 59 000 schools across 68 countries. It encourages young people to engage in their environment by allowing them the opportunity to actively protect it. It starts in the classroom where it expands to the school and eventually fosters change in the community at large. Through this programme, young people experience a sense of achievement at being able to have a say in the environmental management policies of their schools, ultimately steering them towards certification and the prestige which comes with being awarded a Green Flag. We already have our platinum status and were awarded one of only three Outstanding Platinum Echo-Schools awards in 2018. In 2019, Thomas More College achieved International Green Flag status – Diamond Decade award, and in 2020 our Bronze Decade Award Year One award. Schools at our level are required to participate in projects grouped into at least 5 of 11 themes. Our themes include:

COMMUNITY & HERITAGE: Learning about how individual and collective action can contribute positively to national and global citizenship.

HEALTH & WELLBEING: Learning about healthy living as a vital part of happiness and a successful life.

MARINE & COAST: Learning about coastal & marine habitats, how people affect them, and what to do to protect them.

BIODIVERSITY & NATURE: To introduce learners to the natural environment and biodiversity in a practical way by enabling hands-on activities through effective projects that support classroom-based learning.



SCHOOL GROUNDS: Learning about and understanding life on the school grounds – and beyond – and finding ways to appreciate and promote the value of biodiversity and nature in our lives.

WASTE: The impact of waste on the environment and actions to minimise the amount of waste produced and disposed daily.

The school has a registered Conservancy and many eco-friendly activities take place. Thomas More College also has an extensive outreach programme. A teacher in each phase is designated to co-ordinate lessons, assemblies and other activities like recycling and appropriate presentations from guest speakers etc. We also monitor various environments and species like the Molweni River, the Kloof frog which faces extinction, and are involved in the rocky shore LIMPET programme (Long-term Intertidal Monitoring through Participation, Evaluation and Training).

EMAIL ADDRESSES

JUNIOR PRIMARY: Parents are able to make contact with staff members via email should they wish to. Addresses begin with initial, surname followed by thomasmore.co.za. An example is: kbrophy@thomasmore.co.za

We request email addresses for our computer database, as we would like to circulate certain information by this method. Please update your data on the parent portal of EdAdmin.

SENIOR PRIMARY: Please feel free to communicate with teachers via email as per teacher addresses above. Please update your data on the parent portal of EdAdmin.

HIGH SCHOOL: Please feel free to communicate with teachers via email. Please update your data on the parent portal of EdAdmin.

EMERGENCIES

When a new pupil joins the school, we ask for details of another relation or friend whom we may contact in the event of an emergency situation should a pupil's parents be unavailable. This information must be updated when appropriate.

ENGLISH OLYMPIAD

HIGH SCHOOL: This is open to Grades 10, 11 & 12. A three-hour exam is based on a set topic area and text. Preparation for this takes place in Term 1 and the Olympiad is written in March.

ESPORTS

HIGH SCHOOL: We offer eSports throughout the whole year and focus is placed on certain age appropriate games. The players will take part in competitions during the course of the year.

EQUESTRIAN

Thomas More College participates in the annual Interschool Competition which allows our riders to compete against other schools in the discipline of Equitation, Dressage and Show Jumping.

Pupils may enter the SANESA Schools Equestrian Competitions on their own accord. This event starts early in January with 6 qualifiers before September.

Pupils who achieve in the SANESA events are then invited by SANESA KZN to represent KZN at the SANESA Schools National competition in Gauteng.

EXAMS

SENIOR PRIMARY: Only the Grade 7s write exams in English, Afrikaans / Zulu and Mathematics. Exams are written in June and November.

HIGH SCHOOL: Grades 8–11 pupils write examinations in June and in November. Grade 12s write trials in August / September, and their final exams take place in October / November. Normal dress code applies during exam times.

EXCURSIONS

JUNIOR PRIMARY: There are no outings for the Crèche – Grade 0. These children will enjoy educational visits, shows and activities safely organised on school campus. Grade 1 to 3 usually go on two or three outings for the year which relate to the themes under study.

The class teacher will contact parents if additional adult assistance is needed for school outings. Unfortunately, we do not allow siblings to accompany their parents on any outings. Children do not travel with their parents on outings. Transport is booked by the school on buses with seat belts. When the opportunity presents itself, theme days are organised in-school instead of an outside excursion.

SENIOR PRIMARY: The Grades 4 – 7 have an excursion and outdoor programme. Some one-day field trips also take place. The teachers plan trips to fit in with the curriculum and themes they are covering.

HIGH SCHOOL: Each year every grade goes on a different excursion. In Grades 8 & 9 we link the excursion

to the pupils' syllabus, whereas in Grades 10 and 11 they concentrate on self-discovery and leadership through adventure and challenge. It is felt that these are very worthwhile excursions to supplement the curriculum.

EXTRAMURAL PARTICIPATION

HIGH SCHOOL: Given the innate importance of every child's growth journey, the College has set out a minimum expectation for every Thomas More College pupil to facilitate their growth.

Every pupil is to participate in a minimum of: One Tier 1 and one Tier 2 activity per annum; or Three Tier 2 activities per annum.

ACTIVITIES	
TIER 1	TIER 2
Aquatics: Swimming	Community Orchestra
Aquatics: Water polo	Dale Carnegie Leadership Programme (Gr. 11 only)
Outdoor Hockey	Dance Sport
Indoor Hockey	X-Country
Soccer	President's Award
Major Production (every alternate year)	Supper and Song (every alternate year)
Marimba Band	Robotics (Social)
Major Production	Golf
Marimba Band	Kearsney Dance Festival
One-Act Plays	Mountain Biking
Retrobeats	Self-driven CSP projects
Vocal Tenacity	Sports Service: Water Polo scoring
Tech Crew*	Sports Service: Hockey Umpiring
Sports Service: First Aid	Chess
Rugby	Sports Climbing
Netball	Robotics (Competitive)
Cricket	eSports
Debating	Water Polo scoring
	Cricket scoring
	President's Award
	Extramural Photography Team
	Basketball (Boys and Girls)

FIXTURE LISTS

Once fixtures become available from the controlling body of each sport, a term calendar is available on the school App (Junior Primary) and SOCS (Senior Primary & High School) the link to which is available on our website and school App. Pupils and their parents to avail themselves of the dates, venue and opposition of all matches detailed.

Further details regarding transport, times of fixtures, etc. are given to players at their practices as well as being loaded on SOCS (SP & HS). Teams are provided with good facilities, both on or off the campus.

In the Junior Primary, matches are communicated via the school app and children are invited to play on a rotational basis via email.

JUNIOR PRIMARY: Fixtures are drawn up by the HOD of Sport and letters with details are emailed to the parents. An email is sent to the parents if their child is playing in the weekly match with a link to the google form for that week. We ask that parents reply via the google form. All children who attend practice and are committed are given the opportunity to play in matches. These are on a rotation basis and therefore your child may not get to play every week.

SENIOR PRIMARY: Fixtures are drawn up by the Deputy Head: Extra Curricular & Student Affairs.

You can access these fixtures on www.tmcSPORT.co.za

HIGH SCHOOL: Fixtures are drawn up by the Sports Co-ordinators.

You can access these fixtures at www.tmcSPORT.co.za

FUNCTIONS COORDINATOR

Thomas More College employs a full-time Functions Co-ordinator whose responsibilities are as follows:

- Booking all venues and facilities in the School for functions.
- Liaising with the catering department on behalf of staff, for functions.
- Setting up the various venues needed for functions and meetings.
- Taking care of the housekeeping of the school.

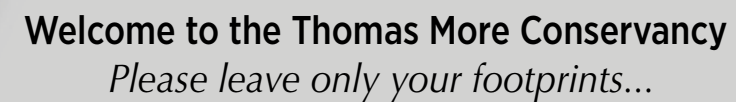
For any function to be held on the school premises, please make an appointment to see:

Mrs Vanessa Thom on 031 764 8680.

FUNDRAISING

The Parents' Council raises funds through a number of activities, and parents are encouraged to support the school through the MySchool Card Programme.





GATE PASSES

The school has a system of access control, whereby discs are issued on an annual basis. To tighten security, we ask parents to give us their registration numbers, so that we may keep our database updated. This allows us better control over who has legitimate access to the school. For the safety of our children, we request that those parents who have not as yet informed us of their registration numbers should do so. When selling your vehicle, please do not forget to remove your disc. This will prevent the disc from falling into the wrong hands. Please inform us of the registration number that needs to be de-registered, as well as the new number. Discs are available at Reception in the Great House.

Should it be necessary for a child to leave the campus during the academic day, it is the responsibility of the child's parent or guardian to notify the registration teacher in writing (email / homework diary).

The child will collect a signed Gate Pass from the receptionist at the Great House, to enable him / her to leave the campus.

GOLF

SENIOR PRIMARY: There is no local school golf league. The "Toppies & Tots" event for Senior Primary boys and girls and their parents is held every quarter on a designated Friday afternoon, played at the Camelot Golf Course.

HIGH SCHOOL: Offered during Terms 1 and 3.

GOLF DAY

The Golf Day is part of the Parents' Council fundraising activities. It takes place in May at the Kloof Country Club. There is usually a strong demand for four balls, so it is essential to book one's four-ball as soon as possible. Parents are requested to sponsor holes, prizes etc. Contact Rae Griesel rgriesel@thomasmore.co.za if you are interested or are able to help or donate prizes.

HAIRCUTS & STYLES

FOUNDATION PHASE: Girls may only use plain black, red or white hair accessories. Boys are not allowed step haircuts. No hair gel or colouring is permitted. Regular haircuts are compulsory. See Code of Conduct for explicit details.

SENIOR PRIMARY: Girls must clip their hair, if over the top of the collar, away from their eyes or wear an alic band. Shoulder-length and longer hair must be tied

back. Girls' hair accessories may only be plain black or white (no flower clips or extra-large bows). No perming or dying of hair is permitted. Boys' hair must be kept short and neat; no shorter than No.4 are allowed. No step haircuts, fashion statement haircuts, under cuts or gel are permitted. It should be off the collar and off the ears.

HIGH SCHOOL: The hair code of conduct is designed to align with our Thomas More College culture whereby one presents oneself with a sense of pride and belonging. It aims to be all inclusive. For further details, refer to the Code of Conduct and Disciplinary Code.

HALF TERM

PRIMARY SCHOOL: In two of the four terms, there is a mid-term break. This generally begins at lunchtime on a Friday, and the children return to school on the following Tuesday morning. On a mid-term break the Foundation Phase closes at 11:00 and the Senior Primary at 10:45. Aftercare runs until 15:00 on that day and not 17:00.

HIGH SCHOOL: Designated year to year.

HOCKEY

JUNIOR PRIMARY: See Mini Hockey.

SENIOR PRIMARY: This is a popular sport chosen by many of our girls and boys. Matches for boys and girls take place during Term 3. Pre-season training takes place during the term prior to the start of the local league fixtures. District trials for U12 and U13 players take place during Term 1 with provincial trials being traditionally held during Term 2.

HIGH SCHOOL: Offered during Term 2 with a Skills program in Term 4.

HOUSES

Each pupil from Grade 1 onwards is allocated to one of the following three houses: Dalberg, Hurley and Savory. Siblings are placed in the same house, and children of Past Pupils are also allocated to the House of which their parent was a member.

HOUSE	COLOUR
Dalberg	Red
Hurley	Black
Savory	Blue

The houses are named after patrons of Thomas More College.

HOUSE T-SHIRTS

These are compulsory for all Inter-house events. Pupils are required to purchase a shirt in their House colour. They are available at the Stock Shop.

IKHWEZI SPORTS CENTRE

The indoor multipurpose sports centre "iKhwezi Sports Centre" incorporates a full-size indoor hockey pitch, one netball court, two cricket nets (soon to be installed), change rooms, spectator's ablutions, a wheelchair friendly ablution, grandstands (250 seats), storage facilities, a catering station and additional parking bays.

INDOOR HOCKEY

SENIOR PRIMARY: Boys Indoor Hockey takes place during term 2. Girls Indoor Hockey takes place during term 4. Our U12 and U13 girls participate in a local indoor league in Term 4.

HIGH SCHOOL: Offered in Term 1 for girls and Term 3 for boys.

INFORMATION TECHNOLOGY

HIGH SCHOOL: This subject may be chosen in Grade 10 and is then continued in Grade 11 & 12. The content for Information Technology consists of Theory, Boolean Logic, Structured Query Language (SQL) and Java Programming.

INSURANCE

All pupils are automatically covered by Marsh Personal Accident Insurance, **underwritten by Santam Insurance Company**. The cost for this is included in the school fees and covers Emergency Medical Rescue and the medical cost of an accident occurring on the school grounds or during an excursion or tour.

The benefit limit is R30 000.00 per incident, with an excess of R250 payable per incident claim. Details are e-mailed to parents at the beginning of the year and are available on the website and communicator. Claim forms or queries: Mrs Hajira Dladla at Thomas More College, 031 764 8640 or hdladla@thomasmore.co.za

INTERNS

All the phases of the school strive to have teacher trainees as Interns, both to assist the class / grade teachers and as part of our school responsibility to develop future teachers with sound educational experience to enter the work place. These Interns add value by providing an extra pair of hands, and by further reducing the teacher-pupil ratio of class

groups at times. They also assist with the extra-curricular programme.

INTERVIEWS

JUNIOR PRIMARY: Contact with parents is vital and is encouraged on a regular basis, with more formal interviews taking place at the end of Terms 1 and 3. We encourage parents to contact the teachers directly to set up an interview time, should there be any concerns regarding the pupils in their care.

SENIOR PRIMARY: Regular contact with parents is made whenever necessary, as well as formal interviews in terms 1 and 3. We encourage parents to contact the subject teachers directly to set up an interview time, should there be any concerns regarding the pupils in their care.

HIGH SCHOOL: Each pupil has a Registration Teacher and subject teachers. Parents are free to contact any of the following for a chat or an interview: Grade Mentor, HODs, Subject Heads, Deputy Heads and Headmaster.

ISASA

INDEPENDENT SCHOOLS' ASSOCIATION OF SOUTHERN AFRICA

Thomas More is a member of ISASA, which has its origins in the Conference of Headmasters and Headmistresses formed in 1929, to represent the interests of Independent Schools in South Africa. Membership of ISASA includes a wide range of schools with differing needs, the common factor being the measure of independence from State control which they enjoy and adherence to standards of quality. Our Grade 12 pupils write the Independent Examinations Board National Senior Certificate and our Grade 6s write the IEB core skills benchmarking assessments.

JAM (JESUS AND ME)

Grade 4 – 7 children are welcome to join the fun-filled voluntary lunch time gatherings which takes place once a week. Staff and or guest speakers prepare a short bible based message / activity for the children. These meetings usually take place in the library.

LEGAL STATUS

Thomas More College is owned by a Trust and is governed by a Board of Trustees who meet 5 times per year. The Trust/School is also a public benefit organisation (PBO) and a non-profit organisation (NPO). The School is also VAT registered.



LONG WALK

The 80km Long Walk is one of the oldest traditions of the School and takes place annually. The Long Walk has taken place every year for the past 57 years (except 2020 and 2021 due to Covid) and requires a huge amount of parent participation and support.

Refreshments and food stops are required at regular intervals along the route, as well as marshals and medical support teams to look after the walkers' welfare and safety. The Long Walk presently starts at the school at 01:00 and goes through Kloof, Hillcrest, to the foot of Bothas Hill and then winds back to school next to the railway line. A further loop is done at school for the 25km (SP) and a few for the 55km & 80km (HS).

There are shorter walks for the younger children but the ultimate aim, especially for the High School pupils, is to complete five 80km walks in their school career. It is a day on which everyone in the school is afforded an opportunity to participate in this proud tradition. It is an experience not to be missed!

LOST PROPERTY

All belongings should be clearly marked, preferably with labels. Any articles found on the school grounds will be taken to the Guardhouse at the entrance to the school and, if not collected, to Lost Property which is located in the Great House basement and is open during the following times:

MONDAY – FRIDAY
07:00 – 07:30am 12:20 – 1:45pm

Please always check that your child has not mistakenly taken another child's property instead of his/her own. The Foundation Phase also have their own Lost Property in the Farmhouse.

PP have a lost property box in their section.

MARIMBAS

SENIOR PRIMARY: All Senior Primary children learn and practice marimbas during their timetabled music classes during school hours.

The Senior Primary has a Junior (Grade 4 and 5) and a Senior (Grade 6 and 7) Marimba team for which the children audition. These teams attend weekly practices in our Marimba Room and play at a number of school functions throughout the year.

HIGH SCHOOL: There are also two High School marimba teams – a junior one for Grades 8-9 and a senior one for Grades 10-12. These teams attend two weekly practices in the Marimba Room and play at a number of school functions throughout the year. They can be requested to practice at break before special events.

MATHLETICS

SENIOR PRIMARY: Mathletics is an educational website (www.mathletics.co.za) dealing with learning and enjoying Mathematics in a positive and equally challenging virtual environment. It is time-tabled in the SP academic programme. Children receive their own passwords and are able to participate at school and at home. There is no extra charge for this.

MATRIC VISUAL ART & DESIGN EXHIBITION

HIGH SCHOOL: Grade 12 Visual Art and Design pupils exhibit their year and examination work in the Joan Savory Art Block at the beginning of October each year.

MATRIC DANCE

This is an annual event that takes place in the middle of the first term under normal circumstances or calendar dependent.

MATRIC PORTFOLIO COUNCILS (MPC)

HIGH SCHOOL: Thomas More College does not have a prefect system. The Matric Leadership Council consists of all Matric pupils and is headed by a Head Boy and a Head Girl as well as two Deputies. Pupils are given a choice as to which Portfolio they wish to work. The pupils within their particular councils elect Heads of their Portfolios at the end of Term 4 each year. The philosophy of the system is Servant Leadership and is driven by the idea of putting the needs of others before your own. The Matric body acts as a link between the staff and pupils of Thomas More College. The MLC plays an active role in the day-to-day running of the High School by assisting the staff with various aspects of communication, community service, public relations and sport. Every Grade 12 is given the opportunity to play an active role on the MLC. The Portfolio Heads attend a Monthly MLC Board Meeting where they plan projects and collaborations.

MEDIA CENTRE

PRIMARY SCHOOL: The vibrant Savory Media Centre has an up-to-date collection of the latest and best in children's literature and an extensive range of information sources catering for all ages from Grade 1 through to Grade 7. E-books are also available. The Media Centre is open from 7:00 to 14:30 and all classes from Grade 1 have a weekly Library visit. The Media Centre combines with the adjacent computer room, SP library class-room and JP area to provide a comprehensive Media Centre. The Senior Primary Aftercare operates from the library.

HIGH SCHOOL: The Dalberg Library is fully equipped with a large collection of resources which cater for research activities. There are 28 computers which are all fully networked and connected to the Internet. The library also offers a wide range of current books which are suitable for leisure reading as well as curriculum-based tasks. A selection of e-books is available via Overdrive. Teaching, as well as the library management, is handled by qualified staff with the help of a state-of-the-art library management system.

MINI CRICKET

JUNIOR PRIMARY: Mini cricket is played in the 1st and 4th terms. The emphasis is on learning the basic skills, participation and enjoyment. Grade 1 pupils who attend practice get the opportunity to play internal matches during term 4. Grade 2 and 3 pupils who attend practice get the opportunity to play in inter-school matches during the relevant terms. Grade 3s are exposed to hardball coaching in the 4th term and play hardball matches when they are ready.

MINI HOCKEY

JUNIOR PRIMARY: Hockey is played in the 3rd term, from Grades 1 – 3 Coaching centres around the basic skills, the different positions on the field and an awareness of the rules. Grade 1 pupils who attend practice get the opportunity to play internal matches during the 3rd term. Grade 2 and 3 pupils who attend practice get to participate in mini hockey tournaments during the term.

MOUNTAIN BIKING

HIGH SCHOOL: Offered in Term 3 for girls and boys.

MUSIC

JUNIOR PRIMARY: The following is covered in class music lessons – singing and preparation for concerts,

rhythmic development through fun rhythmic exercises, games and percussion instruments; movement; dance; general music appreciation as well as some basic music theory and notation. The Grade 3 children learn how to play a few notes on the recorder as an introduction to this instrument.

SENIOR PRIMARY: Music forms part of the curriculum and all pupils participate. The Senior Primary children learn how to play the recorder (grades 4-6) and marimbas (grades 4-7) during their music classes. We have also added in a new exciting element called Music Technology, which teaches pupils how to produce and design music through various music software's.

All the children learn how to read, write and understand theory of music, as well as participate in class singing, rhythm exercises and play percussion instruments. Pupils may join our School of Music if they wish to have private music lessons in contemporary and orchestral instruments. Pupils may also audition for the choir and Junior and Senior marimba groups. In addition, there is a recorder group.

HIGH SCHOOL: Music is not offered as a matric subject in-house, but pupils may select to study it as an external extra subject in their Grade 12 year.

The School of Music at Thomas More College offers tuition for beginners to advanced pupils, and is open to all pupils in the Highway community as well as adults. Exams in both Practical and Theory are offered through Trinity College of Music and Rock and Pop.

Should you require more information regarding The School of Music or tuition in the future, please contact: Ms Seema Kalicharan on 031 764 8640

MYSCHOOL CARD

The MySchool Card is an easy and painless system of supporting and raising funds for the school. You can present your MySchool card every time you shop at one of the MySchool partners and a percentage of your purchase will be donated to Thomas More. A list of local partners is attached when you receive your card. Please contact Mrs Juliet Hartley on 031 764 8673 to apply for your MySchool card. Please supply your ID number, telephone and cell phone numbers, postal and email addresses.

NETBALL

JUNIOR PRIMARY: Netball skills are introduced for Grade 1 – 3 in Terms 1 & 4. Grade 1 pupils who attend



practice get the opportunity to play internal matches during term 4. In Grade 2 – 3 the pupils get to play in weekly tournaments providing they have been committed to attending weekly practices.

SENIOR PRIMARY: This popular sport is played during Term 1 and 4 each year. District and Provincial trials take place during Term 2.

HIGH SCHOOL: Offered in Term 2. We play in the Highway League.

NON-ACADEMIC DAY

SENIOR PRIMARY SCHOOL: One day near the end of each term is devoted to non-academic activities. Teachers offer activities which the pupils participate in on a rotary basis. The activities are varied and change each term. Examples are cooking, decoupage, wire beading, dancing, other sport activities to name just a few. The cost of NAD days is covered by the school. However, there are occasions when extra special items are required.

NOTICES

No notices, posters or flyers may be displayed or handed out around the campus without the permission of the Marketing Department. Please contact Juliet Hartley – jhartley@thomasmore.co.za

ONE-ACT PLAYS

HIGH SCHOOL: This is an Inter-house competition held in Term 1. The One-Act plays are directed by the Grade 11 drama students. Grades 8 – 12 are invited to audition. Great fun is had by all who participate and spectate.

OPEN DOOR POLICY

The school encourages communication between parents and teachers. Please make an appointment to see the relevant teacher through the school secretaries or homework diaries, or make use of emails.

PARENTS' COUNCIL

All parents and guardians of children at Thomas More College are members of the Parents' Council. The activities of the Council are co-ordinated by the Executive Committee of the Parents' Council. The Executive Committee is a group of parents who have been elected in terms of the Constitution of the Parents' Council at its AGM. The Constitution provides for a maximum of 14 elected members on the Executive, and an additional 2 members can be

co-opted either to assist with specific projects or to avoid willing people being excluded as a result of an election. There are 3 representatives of the school on the Executive Committee, and the Parents' Council Secretary is also a member. The term of office is two years. At the first Parents' Council meeting after the AGM, the newly elected Executive (co-opted members do not have a vote) then elect a Chairman, Vice Chairman and Treasurer. All the portfolio-holders are also elected. The main objectives of the Parents' Council are fundraising, esprit de corps and upholding the ethos of the school.

The Parents' Council organises and hosts 3 main functions each year, including the Country Fair, Golf Day and a 4th term event. These main events are supplemented with other smaller events during the year, and they foster a sense of esprit de corps at Thomas More College and generate a very real sense of community. These events also serve as a source of fundraising. Much of the Parents' Council expertise is drawn upon in arranging the annual Long Walk which is under the auspices of the Past Pupils' Association.

All new parents are welcomed into the fold, and given the necessary information to ensure that their TMC experience is most pleasant. Should you have any queries you are welcome to make contact with the PC Secretary, Rae Griesel rgriesel@thomasmore.co.za who will assist or direct you accordingly.

The Board's Finance Committee handles monies raised by the Parents' Council and allocates it according to projects identified and approved by the School Management and the Parents' Council Executive Committee. The Chairperson of the PC or alternatively an Executive Member of the PC will hold the Fundraising portfolio as member, not a Trustee, on the Board of Trustees, with no voting rights.

PARENTS' EVENINGS

These are run by the class teachers and it is therefore also a good opportunity to meet the teacher with whom your child has been placed, as well as other parents in the class or grade.

JUNIOR PRIMARY: The school year begins with a general Parents' Information Evening which serves to inform parents about the year ahead and the specific expectations for each grade. Formal Parents' Interview sessions are held at the end of the 1st and 3rd terms. Parents will be notified of the dates via email and Small Talk, and are required to book a suitable time with the teacher concerned.

SENIOR PRIMARY: A general Parents' Information Evening is held, usually on the second week of Term 1, where parents visit the teachers' classes to find out the expectations for the year. In addition report evenings are scheduled when parents can discuss reports with class subject teachers – two per year at the end of terms one and three in the Habberton Hall. Parents are notified of this timeously.

HIGH SCHOOL: There are two Parents' Evenings held per grade per year. (See calendar for specific dates). These allow parents to chat about progress and results as well as at times having a specific focus, i.e. subject choices during Term 3 of the Grade 9 year. The Parents' Evenings run from 5:30pm – 7:00pm in the Habberton Hall unless otherwise specified. A letter goes out from the Grade Controllers to parents approximately one week before the event occurs.

PARKING

See map in centre of booklet. Parking is available as follows: below the Hall, in the tarred car park, above the Great House, in the tarred car park next to Pickering Field, and above the High School and alongside Astro Turf, at iKhwezi Sports Centre, the Kitchen and Music School

PASTORAL CARE

PRIMARY SCHOOL: Thomas More is very proud of its pastoral care philosophy which is very much part of our Ethos. Each teacher is involved in taking care of their own class and its needs. We also have a teacher in charge of the overall pastoral care within each phase. Assemblies and Pathfinders are opportunities for children to learn valuable life skills.

HIGH SCHOOL: This is part and parcel of the Thomas More ethos and a cornerstone of our existence. Every pupil is given the love and care that he/she needs. A fully qualified and manned counselling department is trained to meet the concerns and problems that pupils may experience.

PAST PUPILS' ASSOCIATION

The Thomas More College Past Pupils' Association (PPA) exists to foster relationships between past pupils, as well as between past pupils and the school. With its catchphrase of #proudpastpupil it reminds all stakeholders that the Thomas More way is an upbringing that never fades!

The mouthpiece of the PPA is the Moorcock Chronicle, a bi-annual publication which keeps the past pupil population up to date with all things 'Thomas More

College', whether it be current school happenings, or past pupil tidbits. In addition, the PPA also has a strong Social Media presence in order to update and keep in touch with our members.

The PPA is responsible for the hosting of annual events which further achieve its aim of keeping the extended Thomas More Family connected to each other and the school. These events are: any requested Reunions, purely past pupil social events; Association Day, a past and current pupil interactive event; and social events intended for Past Pupils, staff & parents alike such as the PPA Pub Quiz. The PPA also makes an appearance at the Country Fair, as well as being responsible for the running of Stop 9 during the Long Walk.

The PPA enjoys a very healthy relationship with its associated Sports Clubs, the Thomas More College Hockey Club, the Thomas More College Highway Waterpolo Club and the Thomas More College Cycle Club. These Clubs are intended to provide after-hours sporting opportunities for past and current pupils alike.

The PPA also branches into other areas designed to give back by assisting past and current pupils. These are the Homegrown Expo and Mentorship Programme to assist school-leavers, the Work Experience programme, to assist with Grade 11 placements and lastly Strategic Fundraising to assist the school with capital projects or other schemes as needed.

The PPA has its office in the Great House, where our secretary, Rae Griesel, will answer any queries on 031 764 8640 or rgriesel@thomasmore.co.za

PATHFINDERS

JUNIOR PRIMARY: Proverbs teaches us to "Train up a child in the way he should go and he will not turn from it." Pathfinders is a time of fun and fellowship. We study the Bible together, learn scriptures and learn to pray for one another. Some of the time is also spent playing games, watching videos and just having fun together. This forms part of our extra-mural programme.

PHOTOS

A professional photographer takes individual, class and sport photos on a yearly basis. Parents may then purchase these, if they so wish.

PHYSICAL EDUCATION

JUNIOR PRIMARY: This is an enjoyable part of the week and everyone delights in the gaining of sporting knowledge, teamwork and the learning of various



skills in a fun and non-pressurised environment. In term 1 and 4 children work on their swimming skills and in term 2 and 3 they work on their ball skills.

SENIOR PRIMARY: This vital component of the school curriculum takes place during the academic timetable in Grades 4 to 7. Qualified staff members educate the children in three or more skills during the hour set aside for this subject each week. The children are required to wear the correct attire for the lessons and the emphasis is on learning in a grade through fun-filled activities.

HIGH SCHOOL: Physical Fitness is an integral part of the Life Orientation Syllabus in the High School. Life Orientation is a mandatory core subject. The Independent Examinations Board assesses it both at school level and nationally.

PLAYS

PRE-PRIMARY: The pupils participate in Grandparents' Day and present an end-of-year Christmas concert.

JUNIOR PRIMARY: The Grade 1 to 3 pupils participate in a play every year. Each child is given a part and made to feel special. The pupils also present cultural showcases which include the choir, poetry and playing musical instruments. They take great delight in interacting with grandparents and parents on special occasions.

SENIOR PRIMARY: The Grades 4 to 7 pupils stage a play during their Senior Primary Phase. This is usually put on with the Grade 6 and 7 pupils. In addition to the annual Grade 4 & 5 and Grade 6 & 7 cultural concerts to showcase individual pupils and groups, other smaller cultural events, productions and the public speaking competition are held annually.

HIGH SCHOOL: We have a major production every alternate year, in the second term. Talented pupils devote 6 – 8 weeks in rehearsal to produce a play of an exceptionally high standard, ranging from classics (e.g. Shakespeare) to musicals. The College play is a major event on the school calendar.

PLAY BALL

Our Thom Tots get the opportunity of attending play-ball during school time once a week from T1-4. Here they learn a variety of sports and movement which improves their motor development.

PRAYER GROUPS

We have two groups of prayer meetings at the School. The Moms Who Pray Group meets every Thursday

in the Indaba Room, Great House, at 07:30. Please contact Heather Ahlschlager on 082 303 0805 for special prayer requests. The Dads' Prayer Group meets in

Mr Philip Lanz's office, every Friday morning at 06:30. All parents are most welcome to attend.

PRESIDENT'S AWARD

The President's Award for Youth Empowerment (affiliated to the Duke of Edinburgh's international award) is a global framework for non-formal education and learning. The slogan, Get World Ready, encompasses the ideology of the Award, which is essentially a social qualification that helps young people develop essential life skills.

The Award helps young people develop socially and emotionally in the key areas of confidence, resilience and determination, relationships and leadership, creativity and adaptability, planning and problem solving, managing their feelings, communication, personal and social well-being, civic competence and intercultural competence.

The Award challenges young people to engage in a personal journey and by choosing activities for each section of the award, young people are able to design their own award journey.

As an Award Participant, they have the chance to:

- Design their own Award Programme;
- Set their own goals;
- Record their progress;
- Make a positive impact on the lives of others through Voluntary Service; and
- Learn valuable, practical and social skills for career enhancement.

Participants' must be 14 years old to participate and their activities will consist of Community Service, Physical Recreation, Skills and an Adventurous Journey. A facilitator is on hand at Thomas More College to assist the pupils in succeeding on this journey.

For more information visit the President's Award Website <https://presidentsaward.co.za> or contact Mrs Thompson pthompson@thomasmore.co.za.

PUBLIC SPEAKING

The Senior Primary children in Grades 4 – 7 present a minimum of three orals to their respective English teachers throughout the year. In the fourth term an Inter-house Public Speaking contest is held to identify

the best speaker in each grade. The winner of the Grade 7 competition delivers a speech on behalf of the outgoing grade at our final Prize Giving Assembly.

The Grade 7 children are encouraged to develop their public speaking skills further by attending the voluntary Junior Toastmaster's Course: Zenith which takes place in the first term of the year. (Read "Zenith" in this booklet for further details).

QUERIES

Primary School Headmaster's PA / Senior Primary Secretary / Medical Administrator:
Hajira Dladla – 031 764 8660

General enquiries: Reception
Mrs Seema Kalicharan – 031 764 8640

Foundation Phase Secretary:
Mrs Keryn Brophy – 031 764 8668

High School Headmaster's Secretary:
Miss Sindisiwe Sikakane – 031 764 8656

Admissions Secretary / Database updates:
Mrs Juliet Hartley – 031 764 8643

Past Pupils' Association & Parents' Council Secretary:
Mrs Rae Griesel – 031 764 8697

READING HELP

The Junior Primary enjoys and encourages the assistance of adults who have spare time to help the children learn to read. Please offer your services to class teachers if you are willing/able to help.

RECEPTION

The main Reception is located in the Great House where you will also find the Primary School Headmaster, Senior Primary Deputy Heads, the Business Manager, Admissions & Marketing, Sick Bay, the Past Pupils' Association and Parents' Council Secretary and all other Accounts and Administration staff. There are also secretaries' offices in the Foundation Phase Farmhouse, and adjacent to the High School Staffroom.

RECORDER

JUNIOR PRIMARY: Grade 3s learn how to play the recorder during their music lessons.

SENIOR PRIMARY: Grades 4-6 learn how to play the recorder during their timetabled music classes during school hours.

RELIGION

The aim of religion at Thomas More College as a Christian based school is to nurture the personal gifts of faith of the pupils. Throughout our Religious Education programmes, we strive to bring awareness, growth and true freedom to each individual in their daily lives. The person and message of Jesus Christ is at the heart of the mission of the school. A spirit of respect for each person's faith is encouraged in the spirit of the founder Robin Savory and the patron St Thomas More. Each phase has a representative who will run Christian assemblies and co-ordinate the Christian Arts Festival. There is also a Board of Trustees' member whose portfolio is Ethos and Christianity.

REPORTS

JUNIOR PRIMARY: Progress is discussed with parents at the end of the first term and the third term in a formal interview and a formal Interview. In the second and fourth terms, there are no formal interviews and detailed reports are available through the parent portal on the last day of term.

SENIOR PRIMARY: Three reports are sent out each year, specifically a mark report at the end of each term, except Term 3 where there is an interview only.

Term 1: Interim Report for children new to Thomas More College.

Term 2: Mid-Year Report with cumulative subject marks and core subject marks.

Term 4: Year-End Report with aggregate for the year and core subject marks.

HIGH SCHOOL: Feedback reports are sent out in Terms 1 and 3 and full reports are issued in June and November.

REUNIONS

Decade Reunions (10, 20, 30, 40, 50 & 60 year) are facilitated by the Past Pupils' Association in conjunction with representatives from the Classes in question. These Reunions are held on campus wherever possible at a time, date and format arranged to suit the attendees.

ROBOTICS

JUNIOR PRIMARY: Robotics integrates Science, Technology, Engineering, Art and Maths. It provides a fun, yet challenging method for children to apply skills in a practical environment. It also encourages critical



reasoning, problem solving, creativity and team work. In Digital Learning lessons the children are taught the basics of computer coding by building their own Lego robots and coding them to carry out instructions. In Robotics club the children further develop their coding skills.

SENIOR PRIMARY: The Senior Primary currently have 24 Lego robots. The children work in pairs to complete challenges. After building the robots they use the Lego Mindstormer software, which uses object based programming to get the robots to complete various challenges. They will also add touch, colour, ultrasonic and gyro sensors to get their robots to solve some of the challenges. This is a fun way to encourage 21st century learning skills.

There is teamwork, computational thinking, problem solving and a whole host of skills all piled into a healthy bit of competition. The skills will be scaffolded from year to year. Advanced skills include using medium motors and sensors to hit objects and pick up and move specific objects to solve challenges.

HIGH SCHOOL: Robotics exposes pupils to a hands-on experience with the robots where they had to design and build robots and code them. They work in an environment where they are encouraged to rediscover and redesign learning by engaging themselves in solving open-ended robotics challenges. Not only do the students have to design and build the robots, but they will start gaining real-life experience between the physical limitations of hardware and having to solve these shortcomings in the software side.

Robotics is not just for those drawn to IT but also the builders; those who are drawn to design and mechanics are also core to the success of the team and the competitive teams of three will need to ensure they have a good balance between builders and coders. The team experience in itself is one that values diversity and embeds the practices of collaborative learning.

ROCK CLIMBING

SENIOR PRIMARY: Climbing skills, working with equipment, and basic rock climbing techniques are all learnt in a fun, non-threatening way. Routes of varying difficulty are set to encourage both timid and more skilled climbers. Our top climbers are encouraged to go on weekend climbs with private coaches. This club has proved to be popular even among the not-so-sporty pupils, who need to improve their upper body strength and prefer individual to team sports.

This sport takes place during Terms 1 and 2 each year.

- Local league fixtures take place during Term 3.
- Inter-school bouldering league takes place during Term 1.
- Children can be selected to represent the Province only if they compete in all competitions (only for U13 upwards).

HIGH SCHOOL: Available to both girls and boys in Term 1; 2 and 3. We also participate in the KZN Inter schools League.

ROTARY EXCHANGE PROGRAMME

During the year, some of our Grade 10 and 11 students are chosen by Rotary to take part in the International Youth Exchange programme. Part of the programme is that the 'in-bound' student from overseas will have the opportunity to attend Thomas More for a few weeks during July and August. Whilst at Thomas More College, he/she is to wear the school uniform and any sporting uniforms if required. Pupils are to contact Nicky Eggers for more information regarding uniform requirements.

ROUND SQUARE

Thomas More College is proud to have aligned itself with the Round Square schools' organisation, a worldwide association of more than 200 schools in 50 countries across 6 continents sharing ambitious and relevant goals for its young people. Thomas More College is presently the only Round Square school in KZN. Children who attend a Round Square school are exposed to a legacy framework of global citizenship, democracy, environmental stewardship, adventure, leadership and service.

Round Square is open to all students in Grades 6-12. The common goal is to develop every child into their whole person through academic, physical, cultural and spiritual experiences.

Being a Round Square school means we commit to preparing our young people, Tomorrow's Leaders Today, as passionate champions for a positive future. All Round Square schools share a commitment to character education and experiential learning built around the 6 Round Square Pillars:

- International Understanding;
- Democracy;
- Environmental Stewardship;
- Adventure;
- Leadership;
- Service.

These Round Square IDEALS are underpinned by 12 Discoveries that our children will explore on their learning and growth journey here:

Inquisitiveness	Tenacity
Courage	Compassion
Inventiveness	Appreciation of diversity
Ability to solve problems	Commitment to sustainability
Self-awareness	Communication
Sense of responsibility	Team-working skills

These IDEALS and Discoveries are worked into the daily curriculum at Thomas More College to ensure that our young people become exceptional citizens of the world.

Round Square hosts national and international conferences annually for Grade 7, Grade 9 and Grade 11 children. These conferences are student-led, and lead to international collaborations between students on a range of relevant and purposeful projects related to the IDEALS.

After a rigorous application process, Thomas More College is proud and excited to have been accepted as a Candidate School in 2020. We look forward to being members of this globally dynamic, relevant and inspired organisation of schools.

RUGBY

JUNIOR PRIMARY: From Grade 2s are given the opportunity to develop various rugby skills and enjoy the touch rugby game situations, as well as learning to play contact rugby in term 2. Grade 3s participate in full contact matches during the 2nd term.

SENIOR PRIMARY: This sport is only offered to boys and is played during Term 2 each year. Pre-season for the 1st team squad takes place during Term 1 each year as preparation for the District Trials. Local and provincial trials take place during Term 2.

HIGH SCHOOL: In the High School we play 7s Rugby and this is offered in Term 2.

SCHOOL OF MUSIC

The School of Music at Thomas More College offers tuition for beginners to advanced pupils, and is open to all pupils in the Highway community as well as adults. Exams in both Practical and Theory are offered through Trinity College of Music and Rock School.

Should you require more information regarding The School of Music or tuition in the future, please contact: Ms Seema Kalicharan on 031 764 8640.

SICK BAY

The Sick Bay is situated at the back of the Great House and is available to pupils and staff who have been injured or fallen ill during school hours. Sickbay is open 7am – 4pm Monday – Friday Please do not send sick children to school to prevent the spread of illness. .

A qualified First Aider is available to deal with injuries that may have occurred during early morning sport. Pupils may only visit sick bay with the consent of a teacher, given in the form of a note or a notation in their homework book, unless it is an emergency. Sister Cherise Hutchinson and Mrs Hajira Dladla will receive and care for them. Detailed medical records are kept on file and should have been completed by parents on school entry and can be easily updated on the parent portal. Please ensure that your current details and phone numbers are accurate to ensure you can be contacted quickly in an emergency.

Please ensure your child is up to date with immunisations and remember the booster vaccinations at age 6 and 12. Should your child require daily prescription medication we would require a copy of the original doctor's script and signed parental consent in order to administer it by proxy.

If your child suffers from a chronic condition e.g. diabetes, migraines, anxiety or severe allergy we request that you provide us with a sample of their prescribed medication that is labelled with their name, dosage and expiry date and complete the required consent form. The medication will remain locked up and this will ensure quick and effective treatment should it be needed. Please refer to Resources on the School Communicator for Sick Bay Policy. With chronic conditions, each situation is treated on merit, but a child with uncontrolled diabetes may not necessarily be permitted to go on grade trips, or may need to go accompanied.

SMALL TALK

JUNIOR PRIMARY: Newsletter

SOCCER

JUNIOR PRIMARY: Soccer is of great importance in learning tactical play, teamwork and sportsmanship and all Grade 1-3s are encouraged to participate.



Grade 1 pupils who attend practice get the opportunity to play internal matches during term 2. In Grade 2-3 pupils get to play in weekly tournaments providing they have been committed to attending weekly practices.

SENIOR PRIMARY: This is offered in Term 2 for girls and Term 3 for boys. Fixtures and tournaments take place in the related terms. District and Provincial trials take place in Term 2.

HIGH SCHOOL: Offered in Term 3, for girls and boys.

SPECTATORS' CODE OF CONDUCT

Whilst Thomas More College encourages and appreciates the support given to our sports teams, we respectfully request that, in doing so, you abide by the following:

- Encourage all players to play by the rules.
- We wish to inculcate a love for sport – allow your child to enjoy the game.
- Good play from both teams needs to be encouraged and applauded.
- Support the referee's decision (even though you may disagree with a ruling).
- Do not abuse the referee, players or other spectators.
- Do not run onto the field at any time.
- No alcohol may be present or consumed on Thomas More College premises during any sporting activities. Alcoholic beverages purchased at the Robin Savory Pavilion may only be consumed on its premises, and nowhere else on the campus.
- Siblings must be discouraged from running onto the field and must be supervised.
- Use the litter-bins that have been provided.

SPEECH & DRAMA FESTIVAL

JUNIOR PRIMARY: An annual Speech & Drama festival is held in the 3rd term. In Grade 0 children may participate in individual poetry or Show & Tell whilst the Grade 1 – 3 children take part in a Choral Verse and are then also given the option to take part in individual poetry, Sight Reading, Show & Tell as well as Storytelling. An adjudicator from the S.A. Speech & Drama Association assesses all the work that is performed. A report and a certificate are issued to all participants.

SPEECH DAY / PRIZEGIVING

JUNIOR PRIMARY: This department holds their Grade 3 Graduation Assembly at the end of the year.

SENIOR PRIMARY: The Senior Primary prizegiving is a compulsory function and takes place on the penultimate evening of the school year. A number of certificates are awarded covering culture, service and academics. Special prizes are awarded to the Grade 7s. These include The Big Heart Trophy, The Henry Family Trophy, The Head's Award, as well as those for Dux and Dux Proxime Accessit.

HIGH SCHOOL: The Grade 12 prizegiving takes place in the fourth term, just prior to the Matrics leaving to write their final examinations. A number of special prizes are awarded at the evening covering Academics, Sport, Culture, Service and so on. There are also subject prize awards made, as well as those for Dux and Dux Proxime Accessit.

SPORT

JUNIOR PRIMARY: We believe that maintaining a healthy lifestyle, learning teamwork and sportsmanship is vital to a child's overall development.

Parents are required to transport their own children to and from matches. The school does not offer transport to and from matches. Should you not be available to transport your own child, you may contact the HOD: Sport who will then provide you with the list of children playing that week and you can organise a lift with another parent.

SENIOR PRIMARY: We aim to contribute to the education of the pupil through the medium of movement, to maintain a healthy lifestyle and to function effectively within society. This is achieved by:

- providing a wide variety of individual and team sports for our pupils;
- providing a high standard of professional coaches who educate our pupils with the necessary skills both on and off the field of play;
- recognising all sporting achievements (whether offered by the school or not) in our school assemblies;
- participation in sport is NOT compulsory, but pupils are encouraged to involve themselves in at least a team sport annually and in an extra-curricular activity per term;
- it is our policy that each pupil who attends practices regularly will play matches during the term.

A register is kept by each coach to ensure this, and a "no practice no play" policy is adhered to (even for top athletes).

When a pupil has chosen to take part in a sport, they are encouraged to see that season through, unless a reasonable medical reason is given. Matches for all teams are arranged prior to the start of the season, and should some pupils pull out during the season, it affects the rest of the team who may end up short of team mates.

HIGH SCHOOL: Thomas More College strives to encourage individuals to become actively involved in a wide variety of sports, providing them with the opportunity to participate at their personal level of ability.

We believe that a healthy balance between competitiveness, acknowledgement of responsibility and fun is obtained. Every pupil is valued, both by their teammates and their coach, irrespective of level of achievement.

Refer to Thomas More College website for a list of the variety of sports on offer.

DRESS CODE: See Uniform Booklet. The correct dress code for practices and matches is vital and staff will turn pupils away should they arrive in the incorrect uniform.

SPORT COACHES

JUNIOR PRIMARY: We aim to provide a high standard of coaching and do this by employing reputable coaches from outside the school to improve the quality of coaching in the Junior Primary and to improve the ratio between staff and pupils.

SENIOR PRIMARY: We aim to provide a high standard of coaching, with many of our staff having played or currently playing at a representative level. We also employ reputable coaches from outside the school as well as TMC Past Pupils who understand the Ethos. This helps us improve the ratio between staff and pupils.

HIGH SCHOOL: A dedicated and well-qualified group of coaching staff provides players with the opportunity to improve their personal performance. Some are outside coaches.

STIC (Students Together in Christ)

HIGH SCHOOL: Students Together In Christ is a non-denominational group that meets every week at second break in the Drama Room. We also meet

weekly in the mornings before registration to pray.

Many youth pastors from the Kloof and Hillcrest area as well as other guest speakers address the pupils on a weekly basis on topics that are relevant to our walk of faith. All pupils irrespective of their Christian denomination are welcome to attend.

SUBJECTS

The following subjects are offered:

JUNIOR PRIMARY	
Afrikaans (from Gr. 1)	Art
Computer Literacy from Grade 0-3, Robotics and Coding from Grade 2-3.	English
Mathematics	Music
Environmental Education	Life Orientation, including Religious Education
Library	
Playball in Grade 00. Physical Education from Grade 00	Zulu from Grade 0

SENIOR PRIMARY	
Afrikaans	Computer Studies / IT / Robotics / Coding
Economic & Management Science (EMS) (Gr. 7 only)	English
Geography	History
isiZulu	Life Skills
Library / Media	Mathematics including Mathletics
Religious Education	Dean's Period / LO
Music / Drama	Physical Education (Gr 4-7)
Science	Academic Extension
Art / Technology	Afrikaans / isiZulu (Gr. 7 only)
ILT / Integrated Studies (Gr. 4,5) Geog / Hist / Science	



HIGH SCHOOL	
GRADES 8 & 9	
GRADE 8	GRADE 9
Core: Mathematics Afrik / isiZulu English	
Drama	EGD
Business Studies	Accounting
History	History
Geography	Geography
Design and Technology	Computers
Life Science	Art
General Science	Design
EQ (1 Lesson)	Life Science
	General Science
GRADES 10, 11 & 12	
Accounting	Afrikaans
AP Maths	Design
Business Studies	Engineering Graphics & Design (EGD)
Dramatic Arts	Geography
English	Information
History	Technology (IT)
isiZulu	Life Orientation
Life Sciences	Mathematics (Core)
Mathematical Literacy	Physical Sciences
Visual Art	Marine Science
AP Science	

SUPPER & SONG

HIGH SCHOOL: A variety evening which showcases the talent in the school. Groups and individuals

perform song, dance and drama, while the audience relaxes in a barnyard-type theatre atmosphere. This major event occurs every alternate year in the second term.

SWIMMING

JUNIOR PRIMARY: Pupils from Grade 00 – 3 have swimming once a week during the school day (their PE time) in Terms 1 and 4. All Grade 1 – 3 children participate in the Inter-House gala where there are serious as well as fun races.

We also offer swimming as an extra mural. There is social swimming from Gr 2 & 3 for those children who are wanting to work on their swimming skills and there is squad swimming for those children who show much potential in the pool and qualify for the squad. Those Grade 2 & 3 squad swimmers take part in weekly galas against other schools in the 1st term.

We do have a swim school on campus should you wish to send your child for private swimming lessons. This is for the parent's own account. Should you want more information please contact Grant O'Brien on 071 871 0698.

SENIOR PRIMARY: Ranging from getting your child happy in water to competing in fun galas, swimming training takes place in the 1st term. Interschool galas take place against Highway schools and great fun is had at our Inter-House Galas and championship gala.

As with Athletics, every pupil is offered the opportunity to participate in the Inter-House gala. This takes place in Term 1. Coaching and training take place during Term 1. Competitive Inter-Schools and Inter-Zonal galas take place during Term 1. Provincial trials take place during Terms 1 and 4.

HIGH SCHOOL: A dedicated and well-qualified group of coaching staff provides players with the opportunity to improve their personal performance. Some are outside coaches.

TEACHERS' ASSISTANTS

The Foundation Phase makes use of assistants to help in classrooms.

TELEPHONE NUMBERS

Reception: 031 764 8640

High School Secretary: 031 764 8656

High School Headmaster's Secretary: 031 764 8656

Junior Primary Secretary: 031 764 8668

**Primary School Headmaster's PA/
Senior Primary Secretary:** 031 764 8660

TENNIS

PRIMARY: Basic Tennis skills are introduced from Grade 0 during PE lessons. However, if you want your child to have professional coaching we do have Pro Tennis run by Eddie MacDonald who offers lessons at TMC. This is a privately run extra mural activity and is for the parent's own account.

For further information, please contact:
Eddie: 083 312 4777.

TEXTBOOKS

SENIOR PRIMARY: Pupils are provided with their textbooks annually, being allocated their books electronically, as with library books. These books are returned at the end of the year, and are the school's property. Any textbooks lost or returned in a poor condition will be charged to the parents' school accounts. Grade 7 textbooks are returned on the day each specific exam is written, at year end. Other textbooks are returned on a designated day towards the end of the school year in term 4.

HIGH SCHOOL: Thomas More College owns the textbooks and workbooks used in the High School educational system. These are loaned to the students, generally on a yearly basis. There are a few exceptions to this rule. A few textbooks are loaned to a student for more than one year. Thomas More prepares these textbooks by accessioning and issuing them over the December close-down to create a student pack for each student depending on their chosen subject choices. These packs are received and signed for by each student on the first day of school.

These loaned textbooks need to be returned at the end of each year. Return dates for each textbook is clearly shown on each student's portal. Textbooks are to be returned by placing them into boxes clearly marked "Textbook Returns" that are placed outside all the exam venues during November and December. Thomas More requires these textbooks to be returned as and when students have written their final exam on that subject rather than on the last day of school. Workbooks do not need to be returned. Any textbooks not returned by the last day of school will be charged to the student's account in December. Should a student lose, mislay, etc a textbook or

workbook during the year, Thomas More will issue a second copy at the cost price of this book which will be charged to the student's account.

TIMETABLES

PRE-PRIMARY

Mon – Fri: Starting time: 07:30
Mon – Fri: Finishing times:
Crèche, Grade 000 &
Grade 00 at 12:00
Grade 0 at 12:30

JUNIOR PRIMARY (GRADE 1, 2 & 3)

Mon – Fri: Starting time: 07:20
Finishing time: 13:00

After Half Term in Term 1 Grade 3s
finish at 14:00 (Tue, Wed & Thu)

SENIOR PRIMARY (GRADE 4-7)

Mon – Fri: Starting time: 07:25
Mon & Tue & Thu: Finishing time: 13:50
Wed: Finishing time: 13:20
Fri: Finishing time: 12:50

HIGH SCHOOL (GRADE 8-12)

Mon – Fri: Starting time: 07:20
Mon & Tue & Thu: Finishing time: 14:40
Wed: Finishing time: 14:20
Fri: Finishing time: 14:20

TMC APP

The Thomas More College app was developed in 2020 and can be downloaded on your mobile devices from the Google Play Store or App Store. The web app is also available via <https://tmcapp20.entegyapp.com.au/> however, push notifications can only be sent to mobile devices and not through web browsers. We encourage all parents to download the school app is the backbone to the vast majority of communication which goes to parents and pupils. The code to load the Thomas More College app is TMCApp20. You will be reminded annually to update your preferred fields of notification i.e. Junior Primary, JP Sport, Grade 1 etc. so that you do not have to receive unnecessary info for the various other grades/phases.

TRANSPORT

Thomas More College offers transport for pupils to and from school, who live in the Westville/ Cowies Hill/Pinetown areas. There is a termly cost involved and further information is available from Mrs Juliet



Hartley in Admissions. This cost may be increased when necessary and the cost of the pass covers the daily return trip. Please note that no reduction in price is possible if a child only travels one way, or if he/she does not use the bus regularly.

A morning only bus service from the Waterfall / Hillcrest / Winston Park area is also available. Application forms and boarding points can be downloaded from the Thomas More College Website. Please contact Mrs Juliet Hartley for further queries.

NB: In order to comply with regulations, the bus will have limited carrying capacity.

THOMAS MORE EDUCATION TRUST

The Thomas More Education Trust is an initiative of Thomas More College and works in partnership with the College. The Trust is registered separately as a public benefit organization (PBO) and runs independently of the College. Since at least a minimum of 75% of its income is allocated to needy black South African citizens, funds donated to the Thomas More Education Trust entitle investors to:

- A tax deduction (in terms of section 18A of the Income Tax Act);
- Black Economic Empowerment (BEE) points in the socio-economic development category.

Please contact: Ms Claudia Levarielli on: 031 764 8646 or email clevarielli@thomasmore.co.za

TUCK SHOP

Open various times on weekends in conjunction with sport.

JUNIOR PRIMARY: Pupils may only make use of this facility after school in the company of their parents using debit/credit cards, Zapper or the online store. Pre-ordering is available online through ALLXS and the food gets delivered to the Junior Primary children at their break times.

SENIOR PRIMARY: The Primary School Tuck Shop is open to pupils during break every day of the week. A range of toasted sandwiches, quiches, wraps, salads, fresh fruit etc. are available on a daily basis. Debit/credit cards, Zapper or the online store is available. Pre-ordering is available online via ALLXS.

HIGH SCHOOL: The High School Tuck Shop is open to all pupils during break. A range of toasted sandwiches, quiches, salads, wraps, fresh fruit etc. are available on a daily basis. Debit/credit cards, Zapper or the online

store is available via ALLXS. High School Tuck Shop is open for ordering and pre-ordering 7:00 – 7:30am.

UNIFORM SHOP

The Stock Shop is located in the house next to the Leffler Astro Turf. The Stock Shop staff, Nicky Eggers and Ciske Dorfling, are on duty from 07:00 – 08:00 Tuesday and Thursdays, 12:00 – 15:00 Mondays to Thursdays, and from 12:00 to 14:30 on Fridays.

Our second-hand shop is open every Tuesday and Thursday morning from 07:00 – 08:00.

For further information please contact 031 764 8640 during office hours. The Stock Shop is closed during the holidays. Credit/debit card facilities are available.

WATERPOLO

SENIOR PRIMARY: Water polo is offered in Term 4 for Grade 4 – 7 pupils. Matches are played on Friday afternoons in the 4th term.

HIGH SCHOOL: Offered in Terms 1, 3 and 4 for girls and boys. Both girls and boys teams play in leagues and senior teams tournaments.

WITHDRAWALS

If you decide to withdraw your child from the School, we require a full term's notice in writing of this intention, addressed to the High School Headmaster / Senior Primary School Headmaster / Foundation Phase Headmistress. Failing this, a term's charges are payable in lieu of such notice. In certain circumstances this requirement may be waived, but a full motivation must be submitted in writing.

YEARBOOK

The Thomas More College digital magazine is produced annually for distribution to parents, pupils and friends of Thomas More College, and is available from the Marketing Department. The link to the digital year book is also available on our school website.

ZENITH COURSE

SENIOR PRIMARY: This is a 7 week public speaking course which is offered to our Grade 7 pupils during the 1st Term of Grade 7 at a cost to the parents. Each year the course is run by ITC (International Training in Communication) and is highly recommended. The pupils who take part in the course each year have a wonderful time and deliver superb speeches at their graduation evenings. ITC members, who receive ongoing training in public speaking and

communication skills, are the facilitators and presenters of the Zenith Course.

THIS JUNIOR "TOASTMASTERS" COVERS TOPICS SUCH AS:

- Evaluation
- Being a programme leader
- Impromptu speaking
- Table Topics
- Icebreakers
- Oral reading
- Preparing and researching speeches
- Preparing and delivering a speech
- Timing the delivery

The course is suited to anyone who wants to improve their self-confidence and public speaking skills. The shy or reluctant speaker will benefit just as much as the already confident speaker.

ZULU (isiZULU)

PRE-PRIMARY: isiZulu is introduced in Grade 0 by a mother-tongue specialist on a conversational level. Children have fun learning vocabulary and sing songs to learn this language.

JUNIOR PRIMARY: isiZulu is continued in the Junior Primary phase but in Grades 1 – 3 no marks are allocated. Comments about progress are reflected on the report.

SENIOR PRIMARY: Marks are allocated. In Grade 7 children are required to choose between Zulu and Afrikaans.

The choice between the two languages should not be based only on the results your child is currently achieving, as this could be due to the differences in testing and the amount of exposure your child has had to the language. The choice must be made carefully, as without constant practice, language skills are lost and therefore a later change, although possible at the end of the Grade 7 year, will be discouraged. Afrikaans can be an easier language to learn depending on what language is spoken at home and whether parents may or may not be able to help the pupil. On the other hand, our goal at Thomas More College is to facilitate meaningful communication with isiZulu speakers and to promote multilingualism and intercultural communication. Thus pupils will learn about the culture and norms of other South African communities. A lack of knowledge and understanding among cultures can lead to misunderstandings between people.

A language is a powerful tool in facilitating the understanding of cultural diversity in our rainbow nation.

HIGH SCHOOL: IsiZulu is the most widely spoken first language in South Africa, with it being understood by 80% and spoken in almost 65% of the South African community. The language is also spoken and understood in parts of Malawi, Mozambique, Swaziland, Zimbabwe and Kenya.

We develop reading and writing skills; the emphasis is on developing listening and speaking skills.

From Grade 10 the demands of the language increase, yet becomes more enriching. Pupils are encouraged to speak the language, revise vocabulary at every opportunity. In isiZulu we say: "Umuthi ugotshwa usemanzi (the tree is bent while it's still wet)" there is no amount of "umuthi" guarantees success – it's just hard work!

Our goal is to facilitate meaningful communication with isiZulu speakers – promote multilingualism and intercultural communication. Nelson Mandela said, "If you talk to a man in a language he understands, that goes to his head. If you talk to him in his language, that goes to his heart." Pupils will learn about and understand the culture and norms of Zulu and other black communities. Lack of knowledge and understanding other cultures often leads to misunderstandings between people.

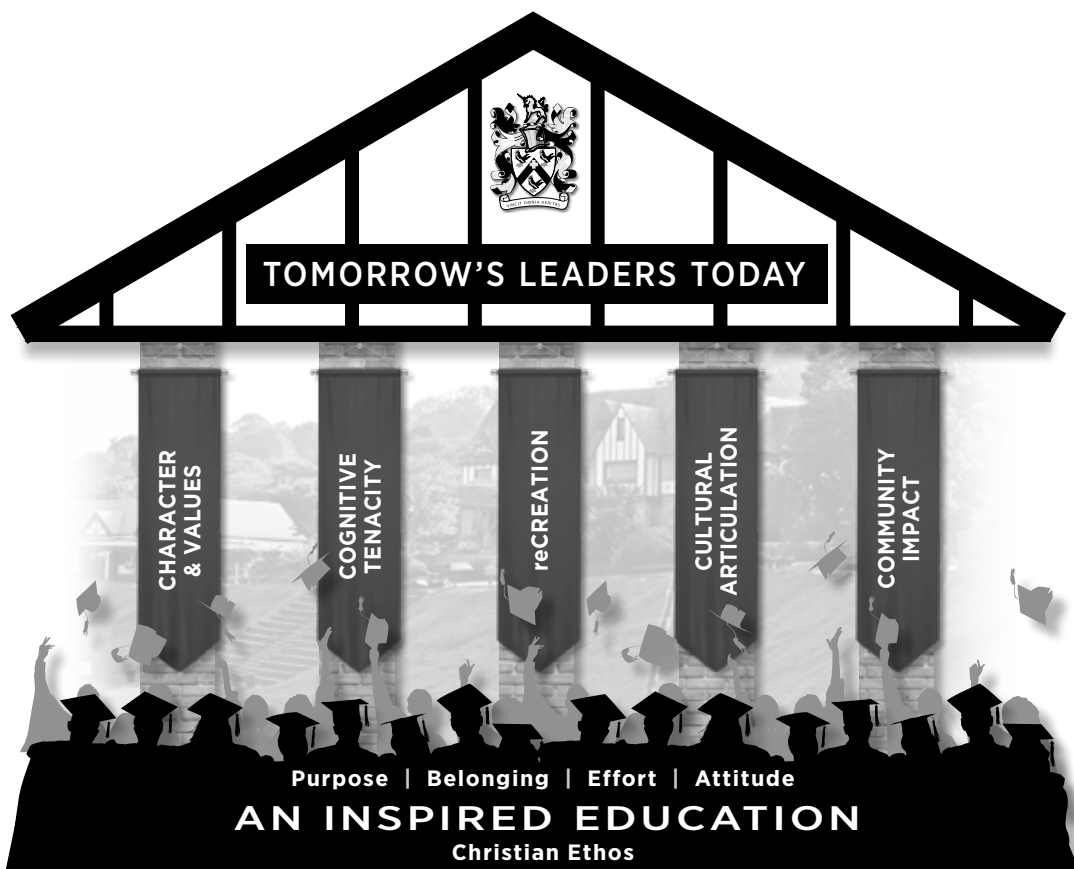
We strongly believe that a language is the powerful tool of facilitating the understanding of cultural diversity in our rainbow nation. We value isiZulu not just as a language, but as a lifelong learning skill. Learning isiZulu will enhance opportunities in the job market, especially pupils who wish to study medicine, where knowledge of isiZulu is a requirement.



Thomas More College

TOMORROW'S LEADERS TODAY

Our vision is to develop Tomorrow's Leaders Today. Leadership is a state of mind which emanates from an innate sense of belonging and personal purpose.



AN INSPIRED EDUCATION

Our foundation of An Inspired Education is underpinned by our Christian Ethos. It is characterised by our four fundamental values of Purpose, Belonging, Effort and a Can-do Attitude. This foundation establishes and supports the strategic framework for everything that we do at Thomas More College.

CHARACTER & VALUES

Character and values are for life. These are essential to develop balanced, engaged, passionate, purposeful and self-motivated young people who will make a positive impact on the world for the remainder of their lives.

COGNITIVE TENACITY

No two brains are the same. However, directed effort and a can-do attitude towards learning and academic growth improve the brain's ability and performance. By celebrating an explorative approach to learning, TMC graduates leave school with a self-motivated growth mind set and a can-do attitude towards life's challenges.

reCREATION

Whether through sport, cultural pursuits, or in our personal spaces, we encourage every member of TMC to feed and nurture their mind, spirit, body and passion through recreational activity and involvement. A refreshed and rejuvenated BEING is open to being inspired.

CULTURAL ARTICULATION

Umuntu ngumuntu ngamuntu. We value belonging because our rich human diversity is a blessing and we are all inextricably interwoven within and through one another. Tomorrow's Leaders Today recognise and value how our diversity enriches us to be engaged members of our African and global community.

COMMUNITY IMPACT

Tomorrow's Leaders Today seek out opportunities to impact their communities positively. Doing the next right thing and living our truth as ambassadors of hope and that which is good inspires us into BEING Tomorrow's Leaders Today.



PRAYER OF THOMAS MORE

PATRON OF THOMAS
MORE COLLEGE

Give us, Lord, a humble, quiet, peaceful, patient, tender and charitable mind.

In all our thoughts, words, and deeds, give us a taste of Your Holy Spirit.

Give us, Lord, a lively faith, a firm hope, a willing charity, and a love of you.

Make us sincere in meditation and prayer.

We delight in thinking of Your grace and tender compassion towards us.

These things that we pray for, good Lord, give us the grace to work for, through Jesus Christ, our Lord.

Amen





BOARD OF TRUSTEES

Thomas More College is controlled and directed by The Thomas More Trust which provides for the appointment of a maximum of 16 Trustees. Trustees are elected for a term of 5 years, renewed by 5 years at the discretion of the Board.

The Trustees are selected by recommendations from within sub-committees, the broader parent body or community, or they are Exco members from the College.

THE MAIN FUNCTIONS OF THE BOARD ARE AS FOLLOWS:

1. To develop short, medium and long-term strategies which include the core elements of education, culture and sport;
2. To uphold and protect the Christian Ethos which is the Pole Star of the College;
3. To ensure that the Mission Statement works in harmony with the Ethos;
4. To advise and give guidance to the Executive Members of the College;
5. To ensure the financial sustainability of the College;
6. To ensure that fiduciary duties are complied with, governance is exemplary and that all stakeholders are treated fairly.

In order to uphold all of the above functions, it is necessary to establish various sub committees which appropriate Trustees chair. The Board meets at least five times a year, however, the Chairman, the Vice Chairman and Treasurer meet with the Heads and the Business Manager on a regular basis to give advice and guidance when required.

The Board is appropriately structured and well balanced. This along with the breadth and depth of dealing with issues that the subcommittee approach allows, assists greatly with the achievement of our goals and objectives.

We trust that this brief summary has given you a better understanding of the functions of the Board of Trustees, and I would like to take this opportunity to thank all Trustees for giving up their time and expertise to support Thomas More College.



WAYNE JAGGARD

CHAIRMAN
of the Thomas More Trust
Chairman of the Education Trust
Past Chair of Human Resources
& Finance Committee
Serves on the Finance &
Human Resources Committees
Parent
Past Chairman of the Parents' Council
Joined the Board in 2011



DEXTER MADLALA

VICE CHAIRMAN
of the Thomas More Trust
Chair of the Strategic Committee
Serves on the
Transformation Committee
Parent
Joined the Board in 2019



LARRY RIDDLE

Chair of the
Finance Committee
Parent
Joined the Board in 2007



MELANIE KÜSTER

Chair of the Risk
Committee
Serves on the
Transformation
& Marketing Committees
Chairperson of the Past
Pupils' Association
Past Pupil and Parent
Joined the Board in 2011



DAVID ROOME

Chair of the Ethos &
Christian Committee
IT Specialist Advisor
Parent
Joined the Board in 2015



GARY GREEN

Chair of the
Marketing Committee
Past Vice Chair of the
Past Pupils' Association
Committee
Serves on the Finance
Committee
Past Pupil
Joined the Board in 2016



NELISIWE NZAMA

Chair of the
Transformation
Committee
Serves on the Christianity
& Ethos Committee
Parent
Joined the Board in 2019



RENÉ MISSEN

Chair of Human
Resources Committee
Past Pupil & Past Parent
Past Chairman of the
Past Pupils' Association
Joined the Board in 2003



GARETH CURTIS

Fund Raising and
Esprit de Corps
Parent
Ex-Officio from 2021



COLLEEN WOODLEY

Business Manager
Ex-Officio from 2013-2019
Joined the Board in 2019



DAVE WIGGETT

Headmaster of the
High School
Joined the Board in 2016



ANNY BREEDT

Headmistress of the
Foundation Phase
Ex-Officio from 2021



GARY BALARIN

Headmaster of the
Senior Primary School
Ex-Officio from 2021

TOMORROW'S LEADERS TODAY



PO Box 101, Kloof, 3640, KwaZulu-Natal

031 764 8640 • info@thomasmore.co.za • www.thomasmore.co.za