



### **VISION**

That Moulton Hall Methodist be recognized as an institution that embraces excellence in all facets of education.

### **MISSION STATEMENT**

To develop through teamwork and active participation, a unique child who maintains positive self-esteem and is spiritually and intellectually well-balanced to become a functional, creative member of the society.

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### **SCHOOL RULES**

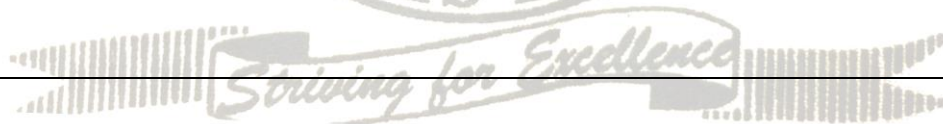
1. All students must be punctual for school. School begin at 8:30am and continues to 11:30am. One hour is reserved for lunch. Classes resume at 12:30pm and ends at 3:00pm. The infants are dismissed at 2:30pm.
2. The complete uniform must be worn at all times. No oversized pants or shirts are allowed and pants must be worn on the waist.
3. Pupils are expected to obey and respect all members of staff which includes janitors, school security officers, maintenance workers and cafeteria attendants. Members of staff should be properly addressed eg. Miss/Mr./Sir.
4. The gate on Abercromby Street is to be used as the only point of entry and exit to the school compound.
5. Parents are advised to accompany their charges as far as the foyer and not accompany them into the classrooms except with the permission of the class teachers.
6. After dismissal parents should collect their children in the foyer and not go to the classrooms to await them by the doors.

7. Every effort should be made to collect your child before 4:15pm except when they remain for cases of extra lessons.
8. When a child is absent from school or late, a neatly written excuse should be enclosed in an envelope and sent to the class teacher. This excuse must be signed by the parent/guardian.
9. Children must not leave the premises without permission. If a child has to leave the school compound during school hours, a note must be neatly written and signed by parent/guardian and sent to the class teacher and principal detailing the information. No phone call would be accepting for security reasons.
10. A high standard of behaviour is expected at all times.
11. Pupils must be tidy at all times.



**HOMEWORK**

1. All homework must be done by the child and checked by parent/guardian.
2. Written homework must always be signed by parent/guardian.
3. If homework is not done the parent/guardian must send a signed excuse to the class teacher.
4. Parents should encourage their children to do at least one hour's extra work every day.



## VISITORS' CODE OF CONDUCT

- ◆ Parents/guardians and other patrons of the school community are welcomed and encouraged to visit the school.
- ◆ All visitors are expected to report to security officer(s) before proceeding to the principal's office or teachers' classrooms.
- ◆ Visitors to the school must respect the learning environment and maintain proper behaviour and decorum.
- ◆ All visitors are expected to be appropriately attired:
  - **No navel breakers or miniskirts**
  - **No plunging neck lines**
  - **No sleeveless vests, short pants, visible underwear**
  - **No low rise, hipster, tight fitting jeans**
  - **No see through or revealing clothing**
  - **No inappropriate prints on clothing**
  - **No bare backs or bare feet**
  - **No weapons or drugs of any kind allowed on the compound**
- ◆ Disruption of the orderly process of the school is prohibited.
- ◆ The principal or her designee is authorised to deny access, ban or bar future access, remove or request the removal of any visitor whose behaviour is disruptive to the educational/working environment of the school.
- ◆ All security codes should be adhered to by visitors.

Security officers must be respected at all times.

## **GENERAL RULES**

- Persons entering the compound to conduct business must report to the guard.
  - **All complaints must first be lodged with the class teacher with a follow-up conference to be held with all parties including the principal.**
  - Parents/visitors must dress appropriately when visiting.
  - Ladies: No tank tops, halter-tops, shorts or vests should be worn when visiting.
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## **THE SCHOOL'S UNIFORMS**

### **BOYS**

Yellow shirt with monogram

Short khaki pants (Stds 1-5 boys should wear black belts)

No belts with double eyelets

Black shoes/sneakers

Black socks (no ankle socks)

Only a white vest should be worn under the shirt

No jewellery should be worn with the exception of a simple watch

### **PHYSICAL EDUCATION (P.E.)**

Yellow T-shirt with monogram

Black shorts (no stripes)

Black sneakers, black socks, black lacings (no ankle socks)

## **GIRLS**

Yellow shirt with monogram

Maroon skirt worn 3” below the knee

White shoes/sneakers with white lacings, white socks (no ankle socks)

Plain maroon ribbons must be worn at all times.

## **PHYSICAL EDUCATION (P.E.)**

Yellow T-shirt with monogram

White pleated skirt (3” above the knee)

Dark coloured underpants e.g. knickers, tights, short pants

Simple hairstyles must be worn at all times.

No jewellery should be worn except a watch or tiny stoppers.

All shirts and T-shirts with monograms are available from Bradford.

The material for girls’ skirts is also available from Bradford.

**DRESS UNIFORM (to be worn on the first day of every term, first Monday of every month and on special occasions when requested).**

## **BOYS**

White shirt with monogram

Chequered navy blue and white boys tie

Long navy blue pants (Stds 1-5 boys should wear black belts)

No belts with double eyelets

Black shoes/sneakers

Black socks (no ankle socks)

Only a white vest should be worn under the shirt

No jewellery should be worn with the exception of a simple watch

## **GIRLS**

White blouse with monogram

Chequered navy blue and white girls tie

Navy blue six (6) piece gore skirt worn 3” below the knee

White shoes/sneakers with white lacings, white socks (no ankle socks)

Navy blue ribbons must be worn at all times.

## **BOOKS**

- All books must be kept in excellent condition.
- Textbooks and exercise books must be covered and kept in good condition at all times.
- Textbooks obtained under the Rental System must be replaced by parent/guardian if they are damaged, lost, stolen or torn.

## **PHONE CALLS**

- The telephone is for the business of the school. In case of emergency, parents may leave a message at the office and the message will be relayed to the child.

## **CELL PHONES**

- Cell phones should not be seen or heard by teachers or other pupils during the hours of 8:30am to 3:00pm.
- Contrary to the above rule, the phone/s will be confiscated and the parent of the child/children would be asked to collect the phone/s.
- **The school will not be responsible for damaged or stolen cell phones.**

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## **PARENT-TEACHER ASSOCIATION**

All parents/guardians of students of the school automatically become members of the Parent-Teacher Association. It is essential that all parents/guardians make their contribution towards the development of the school by actively participating in P.T.A. activities.

The P.T.A. meets every last Tuesday of the month at 5:00 p.m.

Your support is critical. Parents/guardians are asked to attend at least two meetings per term.

## **CLASS MEETINGS**

Parents /guardians should attend **CLASS MEETING** at least once per term.



## **EXTRA-CURRICULAR ACTIVITIES**

The extra-curricular activities conducted at the school are:

1. Brownies - Wednesdays 12:00 noon -1:00 p.m.
2. Girl Guides - Fridays 12:00 noon -1:00 p.m.
3. Cub Scouts - Wednesdays 3:15p.m.-4:15 p.m.
4. Red Cross - Thursdays 12:00 noon -1:00 p.m.
5. Swimming - Tuesdays 12 noon

Hockey (Tuesdays 9:30 a.m. -10:00 p.m.)

