



HARTLEY ROAD PRIMARY SCHOOL

A Quantum Leap for Education & Training Excellence!

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09th February 2021

HARTLEY INSPIRATIONAL QUOTE

NEWSLETTER 2 of 2021

"Knowledge that is not spread is like a treasure that is not spent"

Salman Al Farsi

WELCOME TO HRPS

The Staff and the Board of Governors welcome all our parents; learners and educators to HRPS. We hope that you have had a rejuvenating holiday. A Special Welcome to our new learners and our newly appointed educators and teacher assistants at Hartley. We pray to the Almighty that he grants us the knowledge, wisdom, barakah and blessings and assist us in completing the 2021 academic year despite the many challenges that await us. Ameen.

HRPS MANAGEMENT ORGANOGRAM

As per our previous newsletter; parents are aware that three of our seasoned educators retired /resigned last year. Mr. A.W. Hassen; Mrs. K. Maharaj & Mrs. S. Nunan. The following Management Organogram will be in place until permanent appointments are made during the course of the year.

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|--------------------------------|---|----------------------------|
| 1. Acting Principal | : | M.R. Ballim |
| 2. Acting Deputy | : | D. Naidoo |
| 3. Acting Departmental Head | : | M.S. Khan [Grade 6 & 7] |
| 4. Acting Departmental Head | : | A. Dewrajh [Grade 4 & 5] |
| 5. JP Departmental Head | : | C. Samuel [Grade 3] |
| 6. Acting JP Departmental Head | : | Z. Desai [Grade 2] |
| 7. Acting JP Departmental Head | : | F. Rangraje [Grade 1] |

Congratulations to Mr. M.S. Khan ; Mrs. A. Dewrajh ; Miss. Z. Desai & Mrs F. Rangraje on their acting appointments. The new management team looks forward to your continued support. We are blessed with a very supportive GB and excellent staff and together we are committed to build on the Hartley legacy.

OUR ALTERNATE DAY MODEL FOR SCHOOLING

As communicated in our last newsletter; we have adopted the alternate day model for our school for 2021 until further notice. Every class has been divided into two groups: GROUP A and GROUP B. All Class Group details will be posted on our website by this afternoon.

Due to COVID Protocols we will unfortunately not be able to accommodate parents in their preferred class groups. Taking out learners from Group A and placing them into Group B implies taking another learner from Group B and placing them in Group A. This will lead to unnecessary conflict with the other parent.

All grades including Grade 7 will report to school on alternate days.

We are aware that the alternate day approach may cause transport issues; but parents need to understand that any swapping of learners will lead to us breaching social distancing protocols in the classroom.

Please note that the wearing of masks is compulsory.

A reminder for Grade R parents. To ease the transition for our little ones; they will be coming to school this Wednesday and Thursday [8.00 am to 11.00 am] as per Newsletter 1 of 2021. Please bring the required stationery to school including a labelled 2 litre ice cream container.

Grade R parents will also receive their children's exercise books which must be covered and returned the following week.

COMPLETING THE HRPS DATA FORM

Please complete the Data Form which will be issued to your children next Monday and Tuesday and hand it in on or before next Friday; the 12th of February 2021. If we do not have your updated details; you will not be able to connect to the D6 App & neither receive any bulk SMS messages. Please comply. Thank You.

THE 2021 SCHOOL CALENDAR [subject to confirmation by DOE]

TERM	DURATION	NUMBER OF WEEKS
1	15 February - 23 April	10
2	03 May - 09 July	10
3	26 July - 01 October	10
4	11 October - 15 [17] December	10
		TOTAL 40

SCHOOL TIMES – 2021

GRADES	LEARNERS REPORT TO SCHOOL	MONDAY TO THURSDAY DISMISSAL	FRIDAY DISMISSAL
R	7.00 am to 7.40 am	13.00 pm	11:00 am
1 2 3	7.00 am to 7.40 am	13:35 pm	11:15 am
4 5 6 7	7.00 am to 7.40 am	14.10 pm	11.30 am

MADRASSAH TIMES – 2021

Madrassah begins after school dismissal and is preceded by a break.

Grade R dismissal will be at 2:15pm.

Grades 1 to 7 will be dismissed at 4:00pm.

Pick up of the Madrassah learners in the afternoon will be from the Pavilion Assembly Area. Currently there is NO Madrassah classes on Friday.

MADRASSAH FEES - 2021

Re – Registration – R200

Grade R - R1200 for the year

Grades 1 to 7 - R2000 for the year

Admission forms are available at the Madrassah Office or request one via email:

Email: mtghartleyschool@gmail.com

FINANCE

Hartley is a fee paying school. School fees for 2021 is R 5750 for Grades 1 to 7 and R 9250 for Grade R. All queries relating to school fees must be directed to Mr Ahmed Ismail, our Finance Officer. For direct deposits, fax or send a copy of your deposit slip so that your account can be credited. All cards except American Express and Diners Cards are accepted. Parents experiencing financial difficulties must contact the Finance

Officer by 26th February 2021 for more details in respect of financial assistance and to arrange an interview with the SGB. A special form has to be completed for concessions and exemptions. Orphans are exempted from fees and foster parents must bring this to our attention together with the necessary documentation.

Many parents with arrear fees have still not collected the reports last year although arrangements were made. Please collect the reports from the Financial Committee of the SGB next Thursday [18/2] & Friday [19/2] between 2.30 pm and 5 pm. Thereafter these overdue accounts will be handed over for collection. All legal costs will be for the parent's account. R1 035 000 million in school fees is still outstanding.

GENERAL INFORMATION

Traffic Flow:

Grade R 1 2 3 Parents: Please enter through Hopelands Road and leave our learners at the Boom Gate. Exit through Hopelands Road.

Grade 4 5 6 & 7 Parents: Please enter through Hopelands Road and leave our learners on the Top Sportsground in front of the Assembly Area. Exit through Hartley Road.

Lift Clubs with Mixed Learners: Please enter through Hopelands Road and leave learners on the Top Sportsfield. Exit through Hartley Road.

Afternoon Pick Up will only be from the Top Sportsfield. For their safety and protection; our learners will not be allowed to wait on Hartley Road for their transport.

Please be considerate on the driveways and do not cause inconvenience to others. Parents will not be allowed on the school premises. If you wish to see a teacher or want to pay fees; please **park at the bottom parking area** opposite the swimming pool and not on the driveway. Come to the Slam Gates near the Hartley Conference Centre and buzz for attention. Shukran.

ATTENDANCE POLICY

The State's attendance policy will be implemented. If your child is absent for more than 10 days, your child will be excluded and **must re apply for admission** on his / her return.

SCHOOL UNIFORM

All learners are compelled to adhere strictly to our dress code and parents must ensure that their children come properly attired in school uniform. If not; they will be sent home to change.

SECOND HAND UNIFORMS

We have second hand school uniforms in good condition at very reasonable prices. Parents can purchase these from the Hartley Café by speaking to Angel or Bonnie. Times: 08:00am – 09:30am

NEWSLETTERS

The school sends out a minimum of 1 circular per month to parents. Please ensure that you receive them by checking your child's bag.

D6 COMMUNICATOR APP

We are aware that many parents could not log on to the D6 Communicator. The reason being is that your cellphone number may have changed and is not updated on our system. Please complete the Hartley Data Form with all the relevant details . These forms will be issued to our learners next week. Please exercise patience . We will get all parents on board.

HOW TO GET STARTED

1. Go to the Play Store

2. Search for the D6 Connect App
3. Select the D6 Connect App [the black icon] and install
4. Do not install blue icon.
5. After installing; open the app
6. Select SKIP on the Welcome Screen or NEXT to explore features of the D6 App.
7. Please enter your mobile number and select NEXT.
8. If you have changed your mobile number; please inform the school via the Hartley Data Form so that we can add you on our database.
9. You will receive an OTP via a SMS.
10. Type in the required OTP and click on SUBMIT
11. Type in your own unique PASSWORD and confirm your created PASSWORD. Both must be the same.
12. Click on accept Terms and Conditions.
13. Select a Subscription Plan of your choice. No subscriptions payable if you don't mind ads popping up.
14. Click on the menu on the top left corner and click on the Connect button.
15. Select Community as the connection method.
16. Select Hartley Road Primary School from the list.
17. Congrats. You have successfully installed the App.
18. If you have received an error regarding your mobile number not been found; kindly bear with us as we are constantly updating our HRPS Database.

Forthcoming events

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|-------------------------------------------|---------------------------------------|
| 1) Grade R (Group A Learners) Orientation | 10 February (Wed) 08:00am – 11:00am |
| 2) Grade R (Group B Learners) Orientation | 11 February (thurs) 08:00am – 11:00am |
| 3) Group A (Grade 1 – 7 Learners) Report | 15 February (Mon) |
| 4) Group B (Grade 1 – 7 Learners) Report | 16 February (Tues) |

Kind regards

M.R BALLIM

ACTING PRINCIPAL

A.A. DESAI

SGB CHAIRMAN