

# Primary School Pupil and Parents/Guardians Handbook 2017



ESTABLISHED 1946

***"Fully Alive"* John 10:10**

## Assumption Convent School



**ISASA** Member of Independent Schools Association of Southern Africa

Catholic  
Education



# Assumption Convent Primary School

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# WELCOME

Assumption Convent School is an independent Catholic school for girls in Johannesburg. We offer your daughter an education that opens doors – spiritual, academic, social and vocational – in a caring, nurturing environment.

To measure the greatness of a school, some would count the pupils. At Assumption Convent School we prefer to make the pupils count. There are fewer than 600 girls in total and classes rarely exceed twenty-five, which enables individual needs to be met and nurtured. Our committed and loyal staff offer a variety of teaching styles in an encouraging and child-centered environment, which allows each girl to discover and develop her unique strengths.

In addition to the rigorous academic study and varied sporting and cultural activities on offer – we are a Catholic Girls School. This ensures a solid grounding in Christian values, enabling all our girls to develop and grow spiritually.

The school is an associate member of the Catholic Schools Board, an IEB school and a member of the Independent Schools Association of Southern Africa. It follows the three-term year.

Thank you for making Assumption Convent School your school of choice. We look forward to working together with you, in making your daughter's journey through school a truly memorable and worthwhile personal and educational experience.

Welcome to our family!



**Mrs Debby Zambon**  
**Primary School Principal**

## VISION AND MISSION STATEMENT

Assumption Convent School is a Catholic day school for girls providing accessible, high quality education from Pre-grade to Grade 12. A team of dedicated teachers foster self-discipline, respect and responsibility within a Catholic ethos.

Therefore our Mission is to:

- inculcate Gospel values
- nurture a sense of self-worth
- develop a sensitivity to and understanding of different cultures and religions
- create an environment where full potential can be reached
- provide skills to cope with the challenges of life
- foster the importance of family and community

## HISTORY OF THE SCHOOL

In 1945, Fr Halloran of the Paulist Fathers, who were at that time the priests responsible for the Blessed Sacrament Parish, Malvern, wrote to the superior general of the Missionary Sisters of the Assumption in Grahamstown, requesting sisters to open a school in Malvern.

Accordingly, on 20 January 1946, Mother Brendanus, Srs Aquin, Colombiere and Gabriel arrived. As neither school nor convent was yet built, the sisters lived briefly with a well-known but somewhat eccentric Catholic lady, and then in the cottage of the Holy Family Sisters in Bedfordview. A loan was raised and work on the school and convent began. Initially the school consisted of the present single storey block of four classrooms and cloakrooms.

The school opened on 28 January 1946 with 67 pupils (boys and girls) and Sr Gabriel as principal. Classes were held in the parish hall. Each year an additional class was added, so that by 1952 more accommodation was needed. During 1953 a double storey block of eight classrooms was added. Once again, some classes had to be held in the hall during building operations. Gradually other property was purchased, providing the present hockey field, and tennis courts; the site of the swimming pool was originally a netball court.

The first Matric class was that of 1958. At this time, all the teachers were sisters, with the exception of the first lay teacher, Mrs C Tilsley who taught Std 2. Lay teachers were employed for gym, sport and speech. In 1966 Mrs Molly Maher was employed as school secretary and continued in this role (which expanded with the years) until her untimely death in 1987.

The standard to which boys could continue at Assumption changed with the years. The highest was Std 6 in the early 1960's. Eventually, with the development of St Benedict's College, it was decided not to accept boys.

The east-facing end of the double storey block was adapted to provide a mini-hall in 2000. Other additions and improvements continued, in particular a very beautiful fountain in the school

grounds, and the development of the grotto of Our Lady. In October 2007 the Archbishop of Johannesburg officially opened the new primary school facilities and music centre. In 2009 the sisters moved out of the convent, and renovations were done to enable the Mathematics and Religious Education Departments to move into the building. A new, modern canteen was opened in the Sisters' old dining room.

Almost from the beginning of the school there was a very active Parent Teachers' Association which played a very important role in the organization and running of school functions. A Mothers' Association was also started and rendered invaluable assistance.

In 1990 Mr Chris Reed became head of the Primary School, and in 1995 Mr Neville Workman became the School Principal. In 1996, fifty years after its establishment, the school was ready to run as a good Catholic school, staffed entirely by lay people. Mr Reed retired in 2014. Mrs Debby Zambon was appointed as the Primary School Principal in May 2014.

### RELIGION

The school's motto is "**Fully Alive**" (from John 10:10) and encapsulates our Catholic approach to achieve the goal of holistic education. Assumption Convent School strives for more than academic rigour and excellence in sports and cultural activities.

We help children reach their full potential in every possible way – spiritually, emotionally and socially – with a healthy self-image and an equal respect for other people. This, we believe, is the essence of being "**Fully Alive**" (John 10:10).

As a Catholic school, we emphasise the Gospel values such as love, justice, respect, forgiveness and sharing.

We warmly welcome children from all faiths and cultures. Tolerance is not only taught but experienced daily within our school family.

- Catholic pupils in Grade 3 are prepared for First Holy Communion.
- All pupils are expected to attend and participate in masses and religious celebrations.

## PRIMARY SCHOOL RULES

### THESE RULES APPLY AT ALL TIMES WHEN PUPILS ARE IN SCHOOL UNIFORM

1. Pupils are expected to show courtesy and good manners to all members of staff, adults, school officials, visitors and fellow pupils.
2. When using public transport, pupils should behave politely and with consideration towards fellow passengers.
3. Pupils are expected to arrive on time for school. School commences at 07h40.
4. Pupils who arrive at school very early in the morning may not use the playground equipment (for their safety)
5. The playground equipment in the Pre-grade area is for the exclusive use of the Grades 00 and 0.
6. Attendance at morning assembly is compulsory.
7. If a pupil is absent from school, a note, phone call or e-mail to [admin@assumptionconvent.co.za](mailto:admin@assumptionconvent.co.za) from the parent/guardian explaining the pupil's absence is required. If a pupil is absent for two or more days, a doctor's note is required. Notes are also required if a pupil needs to leave school early or needs to be excused from swimming/physical education.
8. As school management is responsible for pupils during school hours, no pupil may leave the school premises between assembly and dismissal without permission. If a pupil leaves school early a form is completed and collected from the office and is then left with the Security guard at the gate on exit.
9. Classrooms, church hall, Mini-hall, Convent Hall, parking area, administration block, behind the Grotto and Pre-grade area are out of bounds during break time unless permission to be there has been granted by a teacher.
10. An atmosphere of self discipline, study and good behaviour should always prevail in the school.
  - Pupils must report promptly for all lessons.
  - School property is to be respected. Writing on desks, walls, chairs etc is strictly forbidden.
  - All litter must be placed in the bins provided in the classrooms and on the playground.
  - Chewing/bubble gum is strictly forbidden on school premises.
11. Serious unacceptable anti-social behaviour such as involvement with drugs, alcohol, bullying, cyber-bullying, vandalism, stealing and smoking will be dealt with firmly in accordance with school policy as spelt out in the Code of Conduct.
12. Once a pupil commits herself to an extra mural activity, it becomes compulsory for the pupil to participate in all events.

### Start of Day

School starts promptly at **07h40**. Please ensure that your daughter arrives at school on time.

### End of Day

- Grades 1 and 2 – Monday to Friday at 13h15
  - Grades 3 – 13h45 from Monday to Thursday and 13h15 on Fridays
  - Grades 4,5,6, and 7 at 14h15 from Monday to Wednesday, Thursday & Friday at 13h45
  - Please take note that compulsory extra murals which may take place at the end of the day, eg choir, will reflect in the termly extra-mural timetable which is available on our school website.
1. There is a waiting class from Monday to Thursday for Grades 0-3 from 13h15 to 14h30. Girls are to wait there until they are collected.
  2. Grade 4 to 7 girls who are not collected straight after school must wait in the designated area for their parents to collect them until 14h30. These areas are the Primary quadrangle and the green benches at the front of the school. After 14h30 all girls will be expected to join a supervised waiting class until 16h00.
  3. Parents must fetch their girls from the supervised waiting class after 14h30 as, for their own safety, the girls are not allowed to wait around or at the front of the school.
  4. All playground equipment is out of bounds to pupils before or after school hours when there is no official supervision.
  5. Only aftercare pupils will be allowed to use the playground equipment while under adult supervision.
  6. Pupils are not permitted to go into the classrooms after being dismissed for the day unless the classroom is being used as part of aftercare or the teacher is in her classroom and gives permission.
  7. Parents are requested not to wait outside their daughter's classroom as it causes a disturbance to the pupils in the class.
  8. Parents and children walking on the corridors at the end of the day are reminded that some classes may still be in session. Please be considerate.

### CELL PHONE POLICY

Cellular phones provide an efficient, convenient means of communication between pupils and their families or guardians, especially in the event of unforeseen circumstances. There is a need, however, to set clear guidelines and limit their use during the school day, in particular, to avoid unnecessary interference with teaching and learning.

Family members or guardians may leave a message with the school secretary who will endeavour to pass the message on as quickly as possible. Pupils needing to make emergency phone calls may do so through the school office.

- Pupils are not permitted to use cell phones during the school day.
- Cell phones and all IT devices including smart watches must be handed in to the office on arrival at school and collected at the end of the day. If this rule is not followed, the phone or other IT devices will be confiscated and kept in the safe for 10 school days.
- The camera/video/audio recording functions (available on most cellular phones) **must not be used on the school property** as use of these features may infringe upon the privacy of others. The school accepts no responsibility for replacing cellular phones that are lost, stolen or damaged during school hours.

### ACADEMICS

Assumption Convent Primary School is guided by the curriculum and examinations of the Independent Education Board. The IEB has developed an enviable reputation both in South Africa and abroad for its excellence and for rigorous quality controls. The IEB approach, supported by a team of dedicated teachers is what makes Assumption Convent one of the top independent schools in Johannesburg.

The primary school lays a solid foundation with small class sizes and nurturing staff who ensure that the development of each child is closely monitored. At the same time the variety and balance of subjects supported with state-of-the art facilities, provides many opportunities to awaken a genuine interest in discovery and learning.

#### Foundation Phase Learning Areas - Grade 1 to Grade 3

The Foundation Phase is the key to building a successful future for your daughter. In the Foundation Phase the skills of reading, writing and numeracy are developed. The learning support programme (speech therapy, occupational therapy, language enrichment) which starts in the pre-grade continues through the Foundation Phase.

English
Afrikaans
isiZulu
Readers R Leaders and Cami Reading Computer Programmes
Mathematics
Arts and Culture (including Music, Singing, Art, Drama)
Environmental Education (Social and Natural Sciences)
Religious Education
Physical Education (Ball Skills and Swimming)
Technology, Computer Education and Entrepreneurial Skills

#### Intermediate and Senior Phase Learning Areas - Grade 4 to Grade 7

The Intermediate and Senior Phases introduce all subjects required by the National Curriculum. All subjects are taught using a multi-media approach facilitated by interactive whiteboard technology which is available in each classroom.

English
Afrikaans
isiZulu
Mathematics
Social Sciences
Natural Sciences
Life Orientation/Life Skills
Computers/IT
Economic Management Sciences (Grade 7only)
Creative Arts – (Music, Drama and visual Art)

Religious Education
Physical Education
Reading Programmes (Readers R Leaders and Cami)
Portuguese lessons in the afternoon (by arrangement)
Italian lessons in the afternoon (by arrangement)

## SCHOOL UNIFORM AND RULES

The school uniform associates a pupil with her school community. Hence each pupil is expected to uphold the values for which the school stands and wear their uniform with pride. Parents, please assist us in ensuring that your daughter wears the correct uniform and that she is neat, and well-groomed at all times.

- Blazers must be worn to and from school every day (from grade 4 to 7)
- Blazers should be clean, in good condition and have braid and buttons sewn on
- No hair extensions or coloured hair is allowed
- All hair accessories must be simple and BLACK
- Hair to be neat and tidy at all times
- No make-up allowed
- Nails must be clean and short (no nailpolish allowed)
- No rings or bracelets may be worn (unless there is a medical reason)
- Only a plain wrist watch will be allowed. No dress watches or smart watches are permitted
- Plain, small silver or gold studs/sleepers may be worn in each earlobe (No multiple piercing allowed)
- No tongue rings, nose rings or face piercing allowed
- Chewing gum in uniform is strictly forbidden
- No head scarves allowed
- All items of clothing must be clearly marked
- Should the incorrect uniform be worn, a 'Permission to Wear' slip needs to be obtained from the school Principal and an acceptable reason for the incorrect uniform must be provided
- Grade 1-7 who have afternoon sport and it is not a PT day, are expected to wear the school uniform to school and bring their sports kit to change into after school
- PT clothes may only be worn on PT days
- Full formal uniform is to be worn on outings and Mass days

**ALL ITEMS MUST BE CLEARLY MARKED WITH THE PUPIL'S NAME AND SURNAME**

## UNIFORM

Please ensure that the uniform stockist supplies you with the ACS school badge and not the ACM badge.

### Grades 1-3

#### Summer Uniform

- School blazer (optional)
- Blue school pinafore dress
- White glad-neck short-sleeved shirt
- Black lace-up shoes or baby-doll shoes
- White ankle socks
- Blue long sleeved jersey or blue short sleeved jersey
- School dri-mac (when it rains)

#### Winter Uniform

- School tracksuit (Pupils may wear school tracksuits to school each day)
- Blue long sleeved golf shirt
- White ankle socks
- White sports shoes
- Black gloves
- Black scarf
- School blankets ACS blue only (not compulsory but branded blankets can be ordered through the school)

#### Or

- School blazer (optional)
- Blue school pinafore dress
- White long-sleeved shirt with collar
- School tie
- Black tights or thick black pantihose (not sheer or patterned)
- Black lace-up shoes or baby-doll shoes
- Black gloves
- Black scarf
- School blankets ACS blue only (not compulsory but branded blankets can be ordered through the school)

*If pupils do not wear the tracksuit to school on PE days, they must bring the PE uniform to school in a sport tog bag to change into.*

*Full uniform to be worn on all outings including Mass.*

#### Physical Education

- School costume
- School white swimming cap (can be purchased from the school office)
- School branded swimming towel for team swimmers (can be purchased from the school office) or a plain navy towel for non-team swimmers
- Skorts (skirt with attached shorts)

- Blue short sleeved golf shirt
- School tracksuit
- School sports tog bag
- White sports shoes
- White ankle socks
- House T-shirt (blue, red, yellow) (can be purchased from PE office)

### Grades 4-6

Please ensure that the uniform stockist supplies you with the ACS school badge and not the ACM badge.

### Summer Uniform

- School Blazer (compulsory)
- Blue skirt
- Blue long sleeved school jersey
- Blue short sleeved school jersey
- White glad-neck short-sleeved shirt
- Black lace-up shoes or baby-doll shoes
- White ankle socks
- School dri-mac

### Winter Uniform

- School blazer (compulsory)
- Blue skirt
- White long-sleeved shirt with collar
- White vest
- School tie
- Black tights or thick black pantihose (not sheer or patterned)
- Black lace-up shoes or baby-doll shoes
- Black gloves
- Black scarf
- School dri-mac
- School blankets ACS blue only (not compulsory but branded blankets can be ordered through the school)

*The school tracksuit may be worn to school when the temperature is below sixteen degrees according to the weather forecast.*

*Full uniform to be worn on all outings including Mass.*

### Physical Education

- School blazer
- School costume
- School white swimming cap (can be purchased from the school office)
- School branded swimming towel for team swimmers (can be purchased from the school office) or a plain navy towel for non-team swimmers
- White flip flops for swimmers
- Skorts (skirt with attached shorts)
- Blue sleeveless golf shirt

- School tracksuit
- School sports tog bag
- White sports shoes
- White ankle socks
- House T-shirt (blue, red, yellow) (can be purchased from PE office)

### **Drama Uniform**

- Plain black leggings and full length plain black sleeved T-shirt
- White or black Tommy takkies or pumps
- In summer plain white or black flip flops are allowed

### **Grade 7**

Please ensure that the uniform stockist supplies you with the ACS school badge and not the ACM badge.

### **Summer Uniform**

- School Blazer (compulsory)
- Blue skirt
- Blue long sleeved school jersey
- Blue short sleeved school jersey
- White glad-neck short-sleeved shirt
- Black lace-up shoes or baby-doll shoes
- School dri-mac
- White ankle socks
- School dri-mac

### **Winter Uniform**

- School blazer (compulsory)
- Blue skirt
- White long-sleeved shirt with collar
- White vest
- School tie
- Black tights or thick black pantihose (not sheer or patterned)
- Black lace-up shoes or baby-doll shoes
- Black gloves
- Black scarf
- School dri-mac
- School blankets ACS blue only (not compulsory but branded blankets can be ordered through the school)

### **Physical Education**

- School blazer
- School costume
- School white swimming cap (can be purchased from the school office)

- School branded swimming towel for team swimmers (can be purchased from the school office) or any navy towel for non-team swimmers
- White flip flops for swimmers
- Skorts (skirt with attached shorts)
- Blue sleeveless golf shirt
- School tracksuit
- School sports tog bag
- White sports shoes
- White ankle socks
- House T-shirt (blue, red, yellow) (can be purchased from the PE office)

### Drama Uniform

- Plain black leggings and plain full length black sleeved T-shirt
- White or black Tommy takkies or pumps
- In summer plain white or black flip flops are allowed

**The PE uniform may be worn to school on PE days with a full tracksuit or a blazer**

### Uniform Suppliers

- **Esquires** - 46, 8th Avenue, Edenvale - Tel (011) 453 9008/9 and Shop No 2, 16 Sovereign Street, Kensington –Tel (011) 615 1705 or <http://www.esquires.co.za/esquires-assumption-convent-grade-r-blrbdr.html> to view our uniform and to order online.

## SPORT

In the Primary School the emphasis in sport is on involving the girls in a variety of sports on different levels. Although the girls perform exceptionally well, winning is celebrated with perspective - the emphasis is on playing to the best of one's ability and on teamwork. Sport is compulsory from Grades 3 to 7 and the girls may choose to participate at a competitive level (in a team) or on a social level.

### Sports Offered

- Ballet (Private)
- Learn to Swim (Private)
- Gymnastics (Private)
- Tennis
- Netball
- Hockey
- Athletics (grade 3-7)
- Swimming
- Social Soccer (Grade 6-7)
- Rowing (Grade 7)

### **Cultural and Extra Mural Activities offered in the Primary School**

Assumption Convent offers numerous cultural activities, exciting clubs, societies and groups. There is also ample opportunity for pupils to explore new hobbies and interests. Assumption Convent aims to provide a holistic education that integrates academics, culture and sport. Girls are encouraged to be independent thinkers and to develop creativity and problem-solving skills by participating in a range of individual and group team activities.

#### **Extra Murals offered**

- Drama
- Choir (From grade 1-7)
- Steel Pan and Marimba Band
- Chess
- Mind Sports
- Art Club
- Dance Fitness
- Debating & Public Speaking
- Altar Service
- Gymnastics (private)
- Pottery (private)
- Violin (private)
- Guitar (private)
- Piano (private)
- Singing (private)
- Drums (private)

#### **Aftercare Facilities**

Aftercare provides a very necessary service for girls who need to remain at school in the afternoons.

Please refer the the Aftercare Handbook for further information.

Please note if girls are not collected within a reasonable amount of time after the close of their school day, without prior arrangements being made will be signed into aftercare and will be billed hourly. This charge will be debited to your school fees account.

## **PUPIL'S CODE OF CONDUCT**

**As a pupil of Assumption Convent it is my responsibility;**

- to uphold the Religious ethos of our school
- to be self-disciplined at all times
- to be aware of the consequences of my actions
- to be considerate, polite and respectful to others
- to wear my school uniform with pride and ensure that my appearance is always neat and tidy
- to respect all people regardless of personal, cultural, racial or religious differences
- to be diligent in my studies
- to commit to my school's extra-mural programme
- to uphold my school's rules at all times
- to respect other people's property, to be honest
- to uphold the reputation of my school at all times
- to ensure that my school is kept free from litter and graffiti

The intention of the Code of Conduct and the Disciplinary Procedures Document and their implementation is to provide fair, consistent and transparent disciplinary procedures at the school. The school disciplinary committee must have the authority to use its discretion. In the interest of mercy and extenuating or special circumstances, it may be necessary to deviate from the prescribed procedures and penalties detailed in the Code.

I have read and understood the above code of conduct and I agree to fulfill this code to the best of my ability and in so doing uphold the ethos of my school.

**Board of Governors**

## **PARENTS' CHARTER**

As parents/guardians of a pupil/s at Assumption Convent School, we accept and acknowledge our responsibilities with regard to the educational and spiritual objectives of the school. We undertake to support the Principal and Staff in their efforts to create and develop an educational institute of academic, sporting, cultural, religious excellence and to assist in every way to ensure our daughter is loyal and proud to Assumption Convent School.

We confirm that we have read and accept this charter.

- We accept and understand that Assumption Convent School is a Catholic school,
- We adhere to the Catholic ethos and support and encourage the Gospel values which underpin and guide its principals and processes.
- We undertake to ensure that our daughter understands her role in helping create a climate of respect for herself and others, as well as for the equipment and belongings of everyone at Assumption Convent School.
- We undertake to support the school in its efforts to develop in our daughter a sense of responsibility and respect for herself, her peers, teachers, staff and the environment.
- We undertake to utilise the correct channels in an appropriate and reasonable manner when there is any conflict, difficulty or disagreement with any staff member.
- We understand and accept that we have no direct management or administrative authority within the school.
- We undertake to work in partnership with the staff in order to assist each other.
- We undertake that our daughter attends all religious school events such as class Masses, School Masses, Assumption Day etc.
- We undertake that our daughter attends all sporting events, where it is indicated that attendance is required.

### **Board of Governors**

## COMMUNICATION

### Teacher and Parent meetings

Parents are invited to meet teachers formally at least twice a year to discuss their daughters' progress. Should a meeting with the class teacher be required for any reason, an appointment must be booked and arranged with the teacher or through the school secretary beforehand

### Weekly Newsletters

- Weekly newsletters are sent out via e-mail every Friday. Please ensure that we have your updated e-mail address. Please contact Mrs Nienaber on 011 616 5053 should your details change.
- The newsletter is also available on our school website [www.assumptionconvent.co.za](http://www.assumptionconvent.co.za)
- Hard copies are available from the school secretary on request.
- Parents are requested to read the newsletter and familiarise themselves with dates and events.
- Please ensure that we have your updated e-mail address.

### Parent Whatsapp Groups

Parent whatsapp groups do not form part of official school communication. Parents join these groups voluntarily and in their private capacity.

### School Communicator

This application is available on <http://www.school-communicator.com/download.php> it can be loaded onto home/work computers and cellular phones. All information pertaining to school activities, dates and events including the school newsletter is uploaded regularly.

**Questions? Queries?** Contact The D6 Support team [support@school-communicator.com](mailto:support@school-communicator.com)  
0860 22 11 36

### School Website

[www.assumptionconvent.co.za](http://www.assumptionconvent.co.za)

Visit our user friendly website for all school information, this website keeps you up-to-date with the latest events, dates, newsletters and photographs.

### Facebook

[https://www.facebook.com/Assumption-Convent-School-490865964395871/timeline/?ref=tn\\_tnmn](https://www.facebook.com/Assumption-Convent-School-490865964395871/timeline/?ref=tn_tnmn)

### Social Media

Should you NOT want to have any photos of your daughter/s displayed on our website, newsletter, newspapers, adverts, flyers, posters or our Facebook page, we would then request that you please contact the marketing department, [marketing@assumptionconvent.co.za](mailto:marketing@assumptionconvent.co.za) and inform us in writing.

### Change of address, e-mail address or telephone number

Parents/Guardians are requested to inform the school secretary in writing at [admin@assumptionconvent.co.za](mailto:admin@assumptionconvent.co.za) or 011 6165053 immediately of any change of address, e-mail address, telephone, cell details. Please ensure we have the latest details as these details are imperative in the event of an emergency.

## TERM DATES 2017

Please note that only Public Holidays falling during term time are shown on this calendar

<p><b>Term 1 (58 Days)</b></p> <p>Start Close</p> <p>Half Term</p> <p>Public Holidays</p>	<p>Wednesday 18 January Wednesday 12 April</p> <p><b>CLOSE:</b> Thursday 23 February (<b>11am</b>) <b>RETURN:</b> Tuesday 28 February</p> <p>Monday 20 March (School closed) Tuesday 21 March (Human Rights Day)</p>
<p><b>Term 2 (62 Days)</b></p> <p>Start Close</p> <p>Half Term</p> <p>Public Holidays</p>	<p>Wednesday 3 May Friday 4 August</p> <p><b>CLOSE:</b> Friday 23 June (<b>11am</b>) <b>RETURN:</b> Monday 3 July</p> <p>Friday 16 June (Youth Day)</p>
<p><b>Term 3 (65 Days)</b></p> <p>Start Close</p> <p>Half Term</p> <p>Public Holidays</p>	<p>Tuesday 5 September Thursday 7 December</p> <p><b>CLOSE:</b> Thursday 19 October (<b>11am</b>) <b>RETURN:</b> Tuesday 24 October</p> <p>Sunday 24 September (Heritage Day) Monday 25 September (Public Holiday)</p>

Total 185 days and 10 Saturdays

## GENERAL INFO

- School Telephone Number - 011 616 5053
- School Fax Number - 011 622 6075
- School Secretary - Mrs B Dunn [admin@assumptionconvent.co.za](mailto:admin@assumptionconvent.co.za)
- Primary School Principal - Mrs D Zambon [dzambon@assumptionconvent.co.za](mailto:dzambon@assumptionconvent.co.za)
- School Principal - Mr N Workman [nworkman@assumptionconvent.co.za](mailto:nworkman@assumptionconvent.co.za)
- Foundation Phase HOD – Mrs P McCormack [pmccormack@assumptionconvent.co.za](mailto:pmccormack@assumptionconvent.co.za)
- Intersen Phase HOD – Mrs C van Wyk [cvanwyk@assumptionconvent.co.za](mailto:cvanwyk@assumptionconvent.co.za)
- Marketing Manager - Mrs M Sousa [marketing@assumptionconvent.co.za](mailto:marketing@assumptionconvent.co.za)
- Bursar - Mr J Goosen [bursar@assumptionconvent.co.za](mailto:bursar@assumptionconvent.co.za)

# Assumption Convent School

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