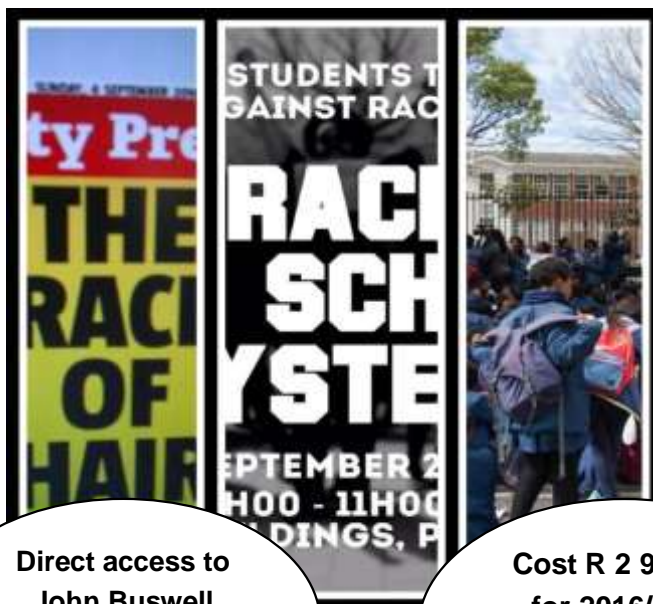


The Platinum Schools' package 2016/2017

Avoid accusations of structural racism and institutional discrimination



Direct access to
John Buswell
and his legal
team

Cost R 2 995.00.
for 2016/2017
equates to R 250
per month

Capacity – 100
schools only
(First Come First
serve)

Code of
Conduct-
Handbook

24 – hour
helpline

Full Legal review
audit of your
school's codes of
conduct

ATT: The Principal

As the Proactive education group, we are deeply committed to schools and understand the opportunities and challenges that you face. We deliver high quality training, products and advice to schools on a national scale at affordable prices. Recognised as a leading service provider in the South African education sector, we have a team of specialists with experience in all aspects of school management and provide accessible, independent and committed **advice** to over 1 200 schools.

Following consultation with many of our heads of schools at our disciplinary hearing workshops, we are proud to launch our latest ***Proactive Platinum schools' package***.

As a Platinum school you will receive the following:

A. Code of conduct – An external legal review audit

Introduction

Following numerous allegations of racist practices at schools around the country, we have noted that most **Codes of Conduct at South African schools** comply with the constitution but policies are often implemented unevenly in many cases and makes learners feel uncomfortable.

Legal review and audit

Our educational legal team headed up by our group CEO John Buswell, will provide a full legal review/audit of your schools Code of Conduct to ensure that:

- There are no policies' or clauses that could lead to the school being accused of structural racism or institutional discrimination.
- Your Code of conduct and disciplinary processes are aligned with the latest legislation.
- All Codes of conduct policies are comprehensive, legal and current.
- Your Code of conduct represents the “whole school” positive behaviour approach and is inclusive.

Each Platinum retainer school will receive a Code of Conduct review audit report providing context, findings and recommendations

B. A copy of the guidelines to the Codes of Conduct and Disciplinary procedure Hand guide (electronic copy)

The purpose of this valuable hand guide is to assist staff and management with the following:

- To align the school's disciplinary proceedings with the latest legislation
- To advise schools of their obligations and administrative procedures for disciplinary procedures for disciplinary proceeding as contained in the codes of conduct for learners as adopted by each school
- To give guidelines on conducting a disciplinary hearing and the due process to safe guard the interests of the learner and party involved in the disciplinary procedure

Topics covered in this hand guide/support pack

1. The Schools Codes of Conduct

A legal perspective, objectives and requirements, processes for the establishment, scope, structural framework for a supportive and restorative codes legal infringements.

2. School rules

Categories and the accommodation of religious or cultural practices.

3. The disciplinary procedure

The management of the process, guiding principles, school governance, administrative action, hearings, suspension, notices, collective action appeals, role of the chair, evidence leader, mitigating circumstances and the media.

C. Legal consultation – help desk- school governance solutions focused and pragmatic advice

Our team of legal experts are available to Platinum schools on a 24-hour basis. We serve as a single point of reference for schools, providing access to the expertise of our educational legal services team. Together, we have sector specific knowledge and experience.

Our aim is to empower our clients' decision making and help them find effective solutions to the legal issues.

The help desk provides consultancy, advice and immediate input to the following:

- **Review of any litigation documents sent by an attorney on behalf of a learner**
- **Disciplinary hearing case management**
- **Codes of conduct queries**
- **Drawing up of charge sheets**
- **Allegations and reports of sexual assault and abuse cases**
- **Drug search and testing advice**
- **Peer victimisation**
- **Social media issues/pornography/harassment**
- **The death of a learner or member of staff**
- **Staff discipline issues**

D. Benefits to becoming a Platinum school

- Instant access to competent, sound legal advice
- Improved governance in the school, which is more effective in raising or maintaining high standards
- Avoidance of legal litigation which can be very costly
- A support mechanism to management and the school based support team to ensure legislative compliance when reporting cases
- Compliance with the criminal procedures act, children's and sexual offences acts
- A regular review of your Codes of conduct in order to provide an inclusive and appropriate set of rules.
- Member schools receive legal updates on any changes in legislation and case law

The Package

Option 1 - A once off payment of **R 2 995.00** (Full year's subscription – Renewal optional)

Option 2 – Monthly payment of **R 360.00** for 12 months invoiced on the 25th of each month and payable by the last working day of each month. (2nd year renewal optional)

Platinum school's membership form

2016/2017

Name of school: _____

Contact person: _____

Tel: _____ Fax: _____

Cell: _____ Email: _____

Physical address:

Option 1 - Once off payment @ 2 995.00

Option 2

Name of person responsible form payment: _____

Fax no: _____ Tel no: _____

Email: _____

Yes, we agree to make 12 payments of R 360.00 on the last day of each month.

Signed _____

**Please supply us with an attached current Codes of Conduct for your school –
email: legal@rapewise.co.za**

Payment:

Please use your schools name as reference.

Fax/e-mail this booking form and payment advice to:

086 6967807 /031 5726081 / debbie@rapewise.co.za

For more details, please contact 031 5726690/083 3308535

Bank details: Bank: ABSA (Cheque account)

Account name: Rape Wise T/A The Proactive education group

Branch Code:632005

Bank account number: 406 497 6342