



WESTFIELDS PRIMARY SCHOOL

Merit/Demerit system

Merit System

Westfields Primary School will focus on positive behaviour and preventative measures rather than punitive actions to improve discipline. In some cases, the shift has been associated with conscious whole school efforts to consistently praise and reward acceptable behaviour so that it becomes the norm throughout the school community.

The Westfields Primary School merit policy establishes that all learners are to maintain a minimum of sixty five (65) merit points. When a learner allows his/her merits to fall below sixty five merits because of consequences related to disciplinary referrals (Pink slips) he/she is considered a learner not in good standing and is required to make up these merits.

The Demerit System

Educators themselves should, in the first instance, attempt to correct learner behaviour. If this is inappropriate or ineffective, then the demerit system may be put into effect. The demerit system emphasizes consequences and accountability. Learners must be informed of the demerit point lost at the time of the misdemeanor. The number of demerit points given depends on the seriousness of the incident. When a learner's merit balance goes below 65, he/she is put on a weekly Principal's Report. Learners appearing on the Principal's Report list for a second week may not participate in any school activities or sport activities until the needed merit points are earned.

Guidelines to the Merit and Demerit System

Every learner begins the school year with 100 merits. When a learner makes a poor choice, merits may be taken away (demerits). Each learner is required to maintain a merit record of at least 65 merits to remain in good standing. A learner is required to earn merits immediately upon falling below 65 merits. At Westfields P/S teachers carry a blue slip to award merit points for those learners who deserve them.

The BLUE SLIP indicates:

- Learner's name
- Year
- Grade
- Date
- Brief description of the desirable behaviour/Reason(Code)
- Name and signature of teacher
- Parent's Signature
- Merit points awarded
- All Merit Certificate will be awarded with a gift, for example: a pencil case with the school's logo, reading card, a tuckshop voucher, wearing of civvies, etc. (Grade teachers will determine the gifts at their meetings)
- Learners who earn 10 Merit points (110 Merits) will receive a Bronze certificate -
- Learners who earn 20 merits points will receive a Silver certificate plus other rewards
- Learners who receive 30 merits will receive a Gold certificate plus other rewards
- Learners who receive 40 and more merits will receive a Platinum certificate plus other rewards

Suggested Merit points:

Action	Code	Merit	
Courtesy, kindness, generosity to others	M001	1	
Excellence in classwork	M002	1	
Homework done everyday and excellence in homework	M003	1	
Consistent and courteous participation in class	M004	1	
Neatness	M005	1	
Picking up litter, tidying up	M006	1	
Helping RCL (Leaders)	M008	1	
Obtaining 90% and more in any Formal Assessment/Exam	M007	2	
After a sport season for participation in any sporting activity	M008	2	
Showing good sportsmanship during a match/league match/game/sporting activity/cultural activity	M010	2	
Receiving District (D2) colours for trials/athletics/any sport activity/cultural activity	M011	5	
Receiving Provincial (Gauteng) colours for any sporting activity	M012	10	
Receiving SA Colours for any sporting/cultural activity	M013	50	

How does a learner earn a Demerit?

When a learner receives a discipline referral to the Principal/Deputy Principal's Office, a Demerit may be issued at the discretion of the Principal/Deputy Principal.

Teachers use a Pink Slip readily to record demerit point for a learner's misdemeanor.

The PINK SLIP indicates:

- Learner's name
- Year
- Grade
- Brief description of the undesirable behaviour/incident/Reason(Code)
- Demerit points given
- Name and Signature of teacher
- Parent's signature
- Date

Interventions

Once a learner has received a certain number of Demerits a meeting will be called with the parent/guardian. At 90, at 80, at 70 then at 65 a learner will be called for a Disciplinary hearing with the School Discipline Committee (SDC). The SDC will make a decision whether the SGB's Disciplinary Committee should be consulted on the matter.

At 90 Demerits parent/guardian will be called in. Each meeting will include parents/guardian, learner, principal/deputy principal and a counsellor (Wellness Committee). At these meetings individualised interventions will be discussed and implemented.

At 80 Demerits a learner will be suspended for 2 days.

At 70 Demerits a learner will be suspended for 3 days.

At 65 Demerits there will be a disciplinary hearing. The Disciplinary Committee will decide on action/sanctions to be taken or referral to SGB's DC.

At 60 Demerits learner will be referred to District office for Expulsion/Transfer/other sanction.

Only after the teacher has attempted to correct the learner's behaviour and after sufficient warning the following may be put into action. Learners will lose a Demerit point for the following behaviour/reasons:

Action	Code	Demerit
5 to 10 minutes late for class with no valid reason	D001	1
Consistent inattention in class or at assembly	D002	1
Failure to complete work set in class	D003	1
Failure to complete Homework by due date	D004	1
Unsatisfactory uniform	D005	1
Use of offensive language	D006	1
Littering	D007	1
Eating in the classroom/Hall	D008	1
Spitting in the playground	D009	1
Spitting at someone	D010	1
Consistently leaving material/books/gear at home	D011	1
Running in corridors	D012	1
Consistently swinging chairs in classroom	D013	1
Dishonesty with minor consequences	D014	1
Cell phone used in class	D015	2
Wearing make-up/nail varnish	L016	2
Cheating in class Formal Assessment	D017	2
Being uncooperative in class or in the playground	L018	2
Being argumentative with a teacher	L019	2
Unsatisfactory behaviour in the morning assembly	L020	2
Throwing food	L021	2
Continuously not completing Homework	L022	2
Vandalism - Graffiti on chairs/desks any other school property	L023	2
Leaving class without permission	L024	2
Leaving school grounds without permission	L023	2
Truancy several classes	L024	2
Possession of tobacco/cigarettes	L025	2
Bullying - Verbally	L026	2
In possession of illegal substances	L027	2
Bad behaviour during Extra mural practice/games/outings	L028	2
Absent from a sporting activity no valid reason	L029	3
Severe disruptive behaviour	L030	3
Listening to music in class	L031	3
Insolence	L032	3
Disrespect towards RCL(Leaders)	L033	3
Use of illegal substances/tobacco on school premises	L034	5
Bullying Physically	L035	5
Not attending detention	L036	10
SPORT		
Not attending sport practice no valid reason	L037	2
Showing disrespect towards team members and other teams	L038	2
Fighting during a match/game	L039	10
Not attending for a match/game no valid reason	L040	10