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FREE STATE PROVINCE

Ref no: 16/4/1/...../.....

FS460C

APPLICATION FORM TO REGISTER RESEARCH PROJECTS IN THE FREE STATE DEPARTMENT OF EDUCATION

- Please complete all the sections of this form that are applicable to you. If any section is not applicable please indicate this by writing N/A.
- If there are too few lines in any of the sections please attach the additional information as an addendum.
- Attach all the required documentation so that your application can be processed.

Send the application to:

Director: Quality Assurance
Room 401
Syfrets Building
Free State Department of Education
Private Bag X20565
Bloemfontein
9300.

Tel: 051-4048750/4048658
Fax: 051-447 7318

1 **Title** (eg Mr, Ms, Dr, Prof):

Mr			

2 **Initials and surname**:

J	M		T	S	H	A	B	A	N	G	U				

3 **Telephone**: Home:

0	5	8	-	8	1	3	3	2	1	6	

Work:

0	5	8	-	8	5	0	3	6	0	5	

Cell:

0	8	3	-	7	1	6	1	2	3	9	

Fax:

0	5	8	-	8	5	3	0	6	0	5	

E-Mail

4 **Home Address:**

5	2	5	M	a	s	i	l	o		S	t	r			
N	a	m	a	h	a	d	i	F	r	a	n	k	f	o	rt
												9	8	3	0

5 **Postal Address:**

S	a	m	e	a	s	a	b	o	v	e					

6.1 **Name of tertiary institution/research institute**

North-West University (Vaal Triangle Campus)

6.2 **Occupation: Educator**.....

6.3 **Place of employment: Heilbron** .....

7 **Name of course:** MEd

8 **Name of supervisor/promoter:** Dr SJ Kwatubana
Please attach a letter from your supervisor confirming that you have registered for the course you are following.

9 **Title of research project:**

PERCEPTIONS OF STAKEHOLDERS ON HOW SCHOOLS IN THE FEZILE DABI DISTRICT MANAGE REPUTATION

10 **Concise explanation of the research topic:**

11 **Application value that the research may have for the Free State Education Department:**

12.1 **The full particulars of the group with whom the research is to be undertaken:**

The population for this research is all principals, SMT members, educators, SGB members, learners and parents in the Fezile Dabi district.

12.2 **List of schools/Directorates in the Department/Officials:**

The schools will be identified at a later stage but the focus will be on successful schools.

12.3 **Grades:**

The focus of this research is not on Grades but on the management

12.4 **Age and gender groups:**

12.5 **Language groups:**

The participants who will take part in this study will most probably speak the following languages:

- Sesotho
- IsiZulu

12.6 Numbers to be involved in the research project:

We will require the participation of 26 participants for us to be able to get in depth information.

13 Full particulars of how information will be obtained eg questionnaires, interviews, standardized tests. Please include copies of questionnaires, questions that will be asked during interviews, tests that will be completed or any other relevant documents regarding the acquisition of information.

I will use a qualitative research design, gathering the empirical data by means of interviews and observations.

14 The starting and completion dates of the research project: (Please bear in mind that research is usually not allowed to be conducted in the schools during the fourth term.)

We would ideally like to engage participants in interviews in May 2012

15 Will the research be conducted during or after school hours?

The interviews will be conducted outside school hours so as not to interfere with teaching and learning in schools.

16 If it is necessary to use school hours for the research project, how much time will be needed?

Not applicable

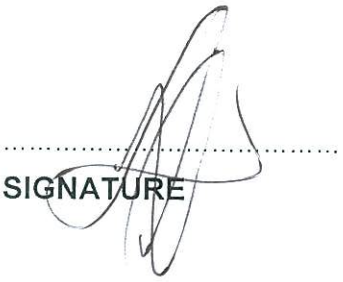
17 How much time will be spent on the research project by individual educators and/or learners?

I will need an hour for an interview for each participant.

18 Have you included:

18.1	A letter from **your supervisor** confirming your registration for the course you are following?	Yes
18.2	A draft of the letter that will be sent **to the principals** requesting permission to conduct research In their schools?	Yes
18.3	A draft of the letter that will be sent **to parents** requesting permission for their children to participate in the research project?..(If applicable)	Yes
18.4	Copies of **questionnaires** that you wish to distribute?	No
18.5	A list of **questions** that will be asked during the interviews?	Yes

I confirm that all the information given on this form is correct.



.....
SIGNATURE

08/04/2012
.....
DATE

education
Department of Education
FREE STATE PROVINCE

Enquiries: LV Alexander
Reference: 16/4/1/12 - 2012

Tel: 051 404 9283
Fax: 086 6678 678
E-mail: research@edu.fs.gov.za

2012 – 04 – 16

Mr J. M. Tshabangu
525 Masilo Street
Namahadi
FRANKFORT
9830

Dear Mr Tshabangu

REGISTRATION OF RESEARCH PROJECT

1. This letter is in reply to your application for the registration of your research project.
2. Research topic: **Perceptions of stakeholders on how schools in the Fezile Dabi District manage reputation**
3. Your research project has been registered with the Free State Education Department.
4. Approval is granted under the following conditions:-
   - 4.1 The name of participants involved remains confidential
   - 4.2 The questionnaires are completed and the **interviews are conducted outside normal tuition time.**
   - 4.3 This letter is shown to all participating persons.
   - 4.4 A bound copy of the report and a summary on a computer disc on this study is donated to the Free State Department of Education.
   - 4.5 Findings and recommendations are presented to relevant officials in the Department.
5. The costs relating to all the conditions mentioned above are your own responsibility.
6. **You are requested to confirm acceptance of the above conditions in writing to:**

DIRECTOR: STRATEGIC PLANNING, POLICY AND RESEARCH,
Old CNA Building, Maitland Street OR Private Bag X20565, BLOEMFONTEIN, 9301

We wish you every success with your research

Yours sincerely

MJ MOTHEBE
DIRECTOR: STRATEGIC PLANNING, POLICY AND RESEARCH

APPENDIX 3

INTERVIEW SCHEDULE

INTERNAL STAKEHOLDER- SMT Members, educators, learners and non-teaching staff members

What do you think the current reputation is at your school?

What are your reasons for your response?

How do you think reputation is managed at your school?

What areas does the school focus on in ensuring reputation management?

Do you think managing the school's reputation is a priority at your school?

If so, why?

Do you think your school has a plan in place to manage communication?

What plans are there to manage communication?

Why do you think it is important for a school to manage reputation?

Do you think your school is adequately prepared to manage its reputation on media?

What strategies do you think the school has to manage its reputation in the community?

What do you think the core drivers of reputation are in schools with high reputation?

APPENDIX 4

INTERVIEW SCHEDULE

EXTERNAL STAKEHOLDER- District officials, Parents, Community members

What do you think the current reputation is at this school?

What are your reasons for your response?

How do you think reputation is managed at this school?

What areas does the school focus on in ensuring reputation management?

Do you think managing the school's reputation is a priority at this school?

If so, why?

Do you think the school has a plan in place to manage communication?

What do you think the school can do to manage its reputation?

What do you think the drivers are for high reputation at this school?

Do you think the school is adequately prepared to manage its reputation on media?

What strategies do you think the school has to manage its reputation in the community?

What do you think the core drivers of reputation are in schools with high reputation?

SCHOOL A

Interviewee no: 1

(Educator)

Question 1

How long have you been in this school?

Response

I have been here for more than 10 years.

Question 2

Were you having the same principal?

Response

No.

Question 3

When did this principal start working in this school?

Response

She started in 2009

Question 4

What changes has she made?

Response

Each and every committee here at school has a file and they account for every money they have spent. Another change she brought was that when we collect money from learners we must take it to the finance clerk so that it can be recorded and receipts to be issued.

This year there was also staff development training conducted by the district officials. Issues like polices were addressed.

Question5

Let us talk about these trophies .I have never seen so many trophies. When did you get them?

Response

This one is for athletics, football, netball and drummies, for example like now we are in choir competitions in Fredefort.

Question 6

What do parents say about the schools achievements?

Response

We don't just take learners without informing their parents about the training sessions and the times that learners will be back from school matches. We also inform them about school excursions.

Question7

Do you go back to parents and give them feedback about how they performed?

Response

Yes, we do inform them about learner's achievements during parents meetings

Question8

How do you inform parents? Do you tell them about all the years achievements or what?

Response

We usually do it at the end of the year, because athletics start from January until the end of the year. E.g like in January we had athletics, soccer, netball and now the learners as busy with basketball and their parents know that they are busy/participate throughout the year. Sorry I forgot to also inform you that we have newsletters that are sent out every term where we inform parents about the achievements and these newsletters are written in Zulu and Sotho.

Even though parents know about the learners achievements through the newsletters they only see the trophies during the parents meetings.

Question 8

Let us say something happens at school maybe a child gets raped, How would you deal with the media?

Response

I think the first people that need to know would be the SMT as they are able to deal with it.

Question 9

Do you think the SMT is ready to deal with the media?

Response

Yes I do. Especially the principal he is one person who adheres to policy.

Question 10

In the past has something similar happened at school that let to parents having to be informed?

Response

Yes we had a similar incident that involved SAPS coming to school to interview us and we were later called as witnesses to testify.

Question 11

I like these trophies. When did you get these trophies?

Response

Some are from last year and others from the previous years. The only challenge is that they do not indicate the dates nor the year the trophy was achieved.

Question 12

Do you have problems sending your learners to ex- model C schools?

Our school goes up to grade 8 and after the learner has passed grade 8 our learners go to high schools here in the location.

INTERVIEWEE NO: 3

THE PRINCIPAL

QUESTION 1

I see a lot of trophies here in the office, how did you get them?

ANSWER

These trophies are for music,netball,soccer and drummies.our educators as well as our learners performed well. we did not get them in one others were obtained 3 to 4 years back. we have different committees and they work together and report their achievements. each committee has a file and the co-ordinator who is in a vital role.

QUESTION 2

How do you report these achievements?

answer

Each committee has a file and every term they give report. in the form of news letter to parents. all achievements are reported at the end of the year trophies will be shown to parents in

question

How do parents respond when you invite them to parents meetings?

answer

the response is very good, and they come in big numbers to the meetings. in April we held SGB elections and in our school we did not experience problems. A big number of parents attended and the election went on smoothly. to the school where i was appointed to run elections, we experienced a serious of parents who did not avail themselves for the elections. the date was postponed.

Question 4

How do you celebrate your achievements?

Answer

We invite parents and give them report quarterly. at the end of the year we give awards to deserving committees and other stake holders. we show them trophies.

Question 5

How do you get parents involved?

Answer

When I come here to this school i drew up on organogramme showing the responsibilities of SGB and the management. I also show them how important each stakeholder is and how important their roles are.i also explained the importance of working together and supporting each other also conducted training for the SGBs. where their roles were discussed.

Question 6

Do you think you have got plans to deal with a situation where the media can came to school to interview any educator about a child who raped or hurt?

Answer

Yes we can be able to deal with such a situation if stakeholders know what needs to be done and if systems are in place.

Question 7

How is the attendance of the learners?

Answer

We do not experience a lot of problems as far as learner attendance. We assign duties to parents of learners attend regularly .the parent must accompany the learner to school to see to it that attendance improves. at the end of the year the parent will get an award for helping that learner

Question 8

Are your learners safe and happy at school?

Answer

Yes our learners are always happy at school even now the school is not but they don't even like to go home because they enjoy to be at school. We also have alarm system in place.

Question 9

How do you check program at school?

Answer

We have different committees for teaching and learning and also for extra mural activities. these committee report on monthly basis and the HOD's assist a lot in seeing that everything is in order.

Question 10

how do you communicate with parents?

Answer

The school communicate with newsletters and call parent meetings. Quarterly reports are given to parents, eg foundation phase invites parents and give report to parents. Intermediate and senior phase hold their meetings quarterly to give feedback to parents at the end of the year the school give award to all stakeholders who deserve them.

SCHOOL A

INTERVIEWEE NO 4

(NON TEACHING STAFF)

Question 1

Is your school bigger than their schools in the township?

Answer

No it is not bigger than other schools. Our challenge is accommodation.

If we had more accommodation (classrooms) we would enroll more learners

question2

When we talk about communication, how would you handle a case where the media interviews you about a child who was raped or burnt?

Answer

We do not answer the media

Question 3

Is there any policy regarding this matter?

Answer

No we don't have a policy for interviewers. It is time that schools have measures like universities that have a representative to handle the media or represent the school

Question 4

How is the communication between the parents and educators?

Answer

Communication is ok, but there is a challenge of free movement of parents coming to school during school hours which disturb teaching and learning. another challenge is that some

educators don't read what is written in the notice book they just sign and at time not attend meeting. other do sign and read but don't attend.

Question 5

Let's talk about extra-mural activities such as netball, soccer and music. do you compete with other schools?

Answer

yes, the school compete with other schools and they win trophies

Question 6

Were these trophies obtained in one year?

Answer

No others we won long ago.

Question 7

When it comes to teaching performance in class how would you rate your school?

Answer

I can rate the school 5 out of ten.

Question 8

Have you always had 800 learners?

Answer yes ever since I came here it was 800 learners

Question 9

Were there any teachers transferred or redeployed to other schools because of having 800 learners?

Answer

No there were no educators transferred to other schools.

SCHOOL A

INTERVIEWEE NO 5

HOD

Question 1

When we talk about the reputation of a school we are referring to the image and identity of a school. Can you tell us more about the image of your school?

Answer

The image of this school is very good because educators are working very hard. There is a strong team work among educators. Our learners also enjoy to be registered at our school and parents have confidence of educator's .Like now I am from the class where I was conducting the school choir preparing it for the choir competitions which will be held on Saturday.

Question 2

Do your leaners take part in extra-mural activities?

Answer

Yes our leaner's do take part in sports and they perform well if you look around there are trophies all over.

Question 3

How do you achieve these trophies? Did you get them in one year?

Answer

These trophies were achieved in different years. Last week our learners did very well in soccer and they won that trophy. We also have netball, volley ball and athletics, our learners like to play soccer and netball and they perform well.

Netball and choir will be going to Koppies for choir competitions and I am sure we are going to win.

Question 4

How do you celebrate the school achievements?

Response

We invite parents at the end of the year when we hold prize giving ceremonies. Parents are informed about these achievements and awards are awarded to the deserving leaners as well as educators.

What is the role of SMT on supporting the staff?

Answer

As a member of the SMT we support and assist our educators a lot. When coming to curriculum management we meet with our educators and discuss the progress as well as challenges. Workbooks are controlled by HOD's and feedback given to educators. The SMT also support educators where they experience challenges.

Question 5

How is the SGB assisting the school?

Answer

The SGB plays an important role in governance issues. They see to it that educators are assisted with resources and they make sure that discipline is maintained at school.

Question 6

How do you communicate with parents?

Answer

When we want to meet with parents we issue out letters or notices informing them about the date, time & agenda of the meeting .We also use attendance registers where parents sign that they have attended the meeting. Our parents are highly motivated and attend in big numbers. If a leaner has a serious problem we invite parents to come and assist us to solve the problem.

Question 7

How do you manage school funds?

Answer

The SGB of the school, the principal and the finance committee are the ones who manage the school funds. The SGB draws the budget every year and take it to parents for approval. Educators are also given the chance of submitting their needs more especially with regards to curricular matters. 50% of the budget is used for leaning support material. Every term the finance committee gives financial report to the parents and to the SGB.

Question 8

Do you have a policy that guides you on how to deal with the media?

Answer

At school we do have school policies which deal with many aspects but we do not have a specific policy that deals with a media. As a school we are going to look at such policies so that it could help us in future .Presently the principal is the one who deal with such people.

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SCHOOL B

INTERVIEWEE NO:1 (EDUCATOR)

Question 1: What do you think the current reputation is at your school?

Answer:

Image ya sekolo e ntle haholo.

Question 2: Ha ore entle o bolela jwang ,Hlalosa?

Answer:

There are policies here at school that include all Stakeholder. When we develop these policies, we develop them in such a way that we include everybody. Everything is transparent and on top of the table. All these policies are developed according to the regulations of the Department of Education.

We align ourselves with the documents of the Department of Education when we develop policies that guide us, we do not just do things because there are laws that guide us and there is transparency.

We are fortunate to have visionary leaders who are known and who have knowledge of the policies of the department. Our former principal was also one of these leaders who want to see things happening here at school.

We are doing things the way they are supposed to be done. Each and every learning area besides the school policy has a policy and we know these policies.

As the teachers we even know that when the Learning Facilitator comes he or she will be asking for certain information regarding that particular learning area. At times we remind the Learning facilitator that the policy state that we should do this and that.

For instance, I remember one day the English learning facilitator said teachers at school are well conversant with policies. We are very good as far as policies are concerned. The school has also a code of conduct for learners and parents know our communication channels. Everything is fine here at school.

Question3: Ha ho kaba lengwana ya hlekefetswang ka motabo(rape) kapa ya tswang kotsi, la bona media e se e fihla e botsa ka taba ena le ka sebetsa jwang ka taba eo?

Answer:

This is a very difficult issue, but we are fortunate because we do not have incidences of gangsterism here at school. We do not have children that are smoking dagga in the toilets and our relationship with the parents is good. We have a code to show that they understand and they will always guard against learners who deviate from doing right things. Our learners know what is supposed to be done when they are at school. We don't have bad cases of learners who carry dangerous weapons and learners who use vulgar language.

We also ensure that what we teach our learners does not end here at school but lifelong learning, they also carry our values, and morals to their homes. The way they conduct themselves at school they must also do it at home as far as the media is concerned, we can consult because we have a adopt a cop, Social worker here at school and at the clinic we have a nurse who has adopted our school. We can consult relevant people who can deal with that situation.

Question 4: What are roles of a social worker and a nurse at school?

Answer:

A Social Worker assists those learners who are from child headed families and she helps those parents who do not look after their children. She also assists leaner's who need social grants and lastly she deals with child abuse cases.

Question 5 : Is the Social Worker appointed here at school?

Answer:

No, she has adopted the school. We only have a post for a remedial educator who assist all learners who experience learning problems. She assesses different cases and contact relevant people for assistance. At the end of the term she gives a report of how many learners were assisted and referred.

Question 6: How do you involve parents here at school?

Answer:

Parents help the school with cleaning. In foundation phase parents clean everyday after school .They share and they know who is cleaning on Mondays, Tuesday etc.

Question 7: Is the school paying for their (parents) services?

Answer:

No we don't pay them, they are doing it for free, voluntarily. We only give them vegetables from our school garden.

In addition parents who have soccer, netball, volleyball skills they come on Wednesdays to assist leaners during sports activities. Even educators children who possess good sports skills come and assist our learners here at a school. The district office is also assisting us.

Question 8: How does the community assist?

Answer:

The community enables something called "sense of ownership". They are jealous about our school. They feel that they are watch dogs of our school. Although we know that criminals and vandalism is all over, but it is not right.

At times you hear them saying principal the lights were not on last night, that alone shows they are really care

During administration time, every parent wants to register his or her child at this school. This school is beautiful, sir, it is nice to work in such a school. We are the best.

Most of our teachers have gathered a lot of information .We have learnt a lot .I wish I could go to other schools to go and share their knowledge with other educators and change the lives and minds of other educators.

I once read a book by John Maxwell where he talked about success. He says most people attach success to wealth, many cars or a lot of money but he says success is when you bring positive change to other person's lives then you have succeeded.

I truly believe that if I can get to another school, clean up the school, and change things around, I understand that I will have succeeded.

In this school we work sir, I am not just saying these things to buy your face.

We are really matured at this school, in this school we win, we were once awarded a R100 000 rand because of being the 'best performing school. We used this money to buy books for the library and the rest for renovating the laboratory.

Question 9: How do you manage school fund?

Answer:

Finances in this school are used according to policy. We issue out reports now and again. We use transparency in everything we do. When money has been deposited into the school's account, the principal calls a meeting with the finance committee and the SGB members to give them a report regarding the money. The principal shows the bank statement to the members.

Question 10: How does the SMT support you ?

Answer:

The School Management Team of the school listens to the advice given by the staff members. The SMT supports staff members with everything. I really thank God for the kind of leadership we have in this school, they are energetic and have a vision. The School Management Team that listens and understands.

Interviewee no: 2 (H.O.D)

Question 1: As the member of the SMT how do you support the staff?

Answer

I am a member of the SMT and my responsibility is to support the staff to perform their duties here at school . I also support educators in their personal life because it

is important for every educator to perform . He or she must be mentally ready so that he /she can teach learners. We also ensure that CAPS is effectively implemented.

Question 2:

As far as extra mural activities is concerned, how do you perform?

Answer:

Our school is doing well. If you check the track records, you will notice that we participate up to provincial level. As educators we told ourselves that we don't just participate at the beginning of the year we took an oath that as the sport committee we will be competing up to the provincial level and we strive to achieve our goal.

Question 3: How do you communicate with parents?

Answer:

Communication with parents is very good we invite them for session such as sectional meetings to come and check the work of learners. If the foundation phase is holding a sectional meeting all foundation phase educators will attend.

If we are holding a general parents meeting, as we normally hold them on Sundays all educators will report at 07:30 in the morning. Parents and educators will sign attendance registers to show that they have attended the meeting. In emergency meetings we ask a certain community member to use a loud speaker to inform parents about the urgent parents meeting; Indicating the date time and venue.

If a learner has a serious problem we only invite the parents of that learner to come and solve the problem.

Question 4: What do you think the reputation is at your school?

Answer:

Our reputation is very good as a person working in this school you always hear from other educators congratulating you in everything you are doing. They will also ask you to share with them.

Question 5: What time do you knock off?

Answer

Systems have changed, in other schools educators live at 14:30 hence we say if educators still want to leave at 14:30 they will never be like our school. They really need to start where we have started.14:30 is just a time it does not mean you must pack and go home. If you look at your watch it is 15:00 and we are at school, we leave at four o'clock everyday not only on Wednesdays but everyday because educators want to excel in everything they do. We are trying to build a good nation. By being here at school until late, (It is not like we are being paid). If you go outside, there is netball, soccer, skipping and debates. The thing that makes up reputation is commitment.

We don't leave early because we do arrangements for the next day. It is not only for extra mural activities. Even our learners some of them are staying very far in Amelia section but they don't leave early because they enjoy being here at school.

The issue of time is not an easy thing you need to practice. It takes one's guards; it is not an easy thing. For you to achieve you cannot do it alone, it is a team effort.

Question 6: How many primary schools are there in Sasolburg?

Answer

There are about 10 primary schools.

Question 7: According to your evaluation which is the best primary school in Sasolburg ?

Answer

Our school is the best. The school has won one hundred thousand rand in 2005 as the best performing school. We are proud of this school.

Interviewee no:3 (Deputy principal)

Question 1: How do you manage extra-curricular activities at school?

Response

In extra curricular activities each committee set a standard. When we participate we don't just participate but we aim very high, our target is to reach provincial level. In most cases we do reach our objectives. It is not only the extra-mural activities, the surroundings of the school, we are aware that the school has to look beautiful. The surroundings must tell you stories about the kind of a school you are in.

Every aspect ya rona it makes a mark. Ha o kena ka tlelaseng, o fumana order le makgethe.

Titjhere e rutilwe hore tlelase ya hae ke ofici and we are all managers at different levels.

Learners are always encouraged to manage their school work

Bana ba sekolo sena o kgona ho ba bona ka moaparo wa bona hore ba kena sekolo. This shows the reputation involves a lot of aspects.

The principal and every staff member knows that when he is always carrying our name. Learners also know that the school uniform means a lot and when they are seen by the community they will tell you that it is a child from this school.

Reputation of school is up held by everyone including factotum (cleaners). Educators and learners know that we put our trust on them. Educators know that they must be in class teaching learners. Even in the kitchen everything is above according to plan.

Question 2:

How do you communicate with parents?

Response

Communication is done through letters. We write letters to parents to inform them about parents meeting or any other activity.

We are also planning to improve our communication by using latent technology where we are going to inform them via sms (cell phone messages) we want to keep parents updated in each and every little things motswadi e mong le e mong o lokela ho tseba se etsahalang sekolong. Kantle ho mangolo ho na le mokgwa o mong jwalo ka ''Sectional meeting'' moo batswadi ba Foundation or Intermediate phase ba memelwang kopano ho tla ba hlalosetsa ka thuto ya bana le ka moo ba sebetsang ka teng. Rena le kopano ya batswadi ba bana kaofela ba bitswang ho tla hlalosetswa ditaba ka kakaretso

Kotara e nngwe le e nngwe e ba le dikopano le batswadi tse fapaneng hobane meeleleo e fapane jwalo ka ho kopa tshehetso ho thusa bana.

Kopanong ya ''Sectional meeting'' ke moo re hlalosang tshehetso ya bana le ka moo re hatelang pele ka teng.

Kopano ya ''Sectional meeting'' key a bohlokwa mme re kgothaletsa motswadi e mong le e mong ho ba teng hobane re bua ka dintlha tsa bohlokwa tse amang thuto ya bana ba bona.

Ha motswadi a sa tla o lokela ho hlalosa ke ka lebaka lang a sa tla ho utlwa hore ngwana wa hae o sebetsa jwang. O lokela ho hlophisa letsatsi moo a tlang sekolong ho utlwa hore ngwana o sebeditse jwang.

Tsela ena e thusa haholo hobane le bana ba tla be ba tseba hore motswadi o tla tla sekolong ho tla utlwa hore ngwana o sebetsa jwang le hore boitshwaro ba ngwana bo jwang.

Taba ena e thusa hahaolo bakeng sa discipline (boitshwaro).

Question 3:

How do parents assist in extra-curricular activities?

Response

When it comes to extra-curricular activities parents are also informed about the budget and about the activities we are planning to undertake. Parents are also supporting our project.

Question 4:

You probably have 8 to 9 primary school in Sasolburg. If you have to rate your school, at what level would you rate it in connection with curriculum as well as extra-curricular activities?

Response

I will rate it at 7 out of 10 because there are issue . I feel need some improvement and also considering change in management. Things are going back to normal and there is some improvement

Question 5:

SGB election were running in April this year. Many school experienced some problems as far as attendance of parents. Did you experienced such problem?

Response

Our SGB elections went on smoothly. Our parents attended in big numbers because they were informed about the elections. Advocacy was done correctly

Parents were always reminded during parents meeting, sectional meetings and through letters about the date of the elections.

Elections committee was established and through preparations were done for the elections . Fundraising was done and a tent was elected on the day of the elections. Refreshments were also

Interviewee no:4 (non-teaching staff) clerk

Question 1:

Mme potso ya ka ya pele ke ya hore ke utlwe fela hore lona jwaleka diclerk le sebetsa jwang sekolong sena?

Response

Mona sekolong sena re sebetsa le matitjhere ha re etse dintho feela. Re ya buisana re bontshane

Ke motho ya sebetsang ka ditjhelete ebile ke leloko la SGB ya sekolo sena . Tshebetso ya rona ya ditjhelete entle haholo hobane re tshwara dikopano kgwedi le kgwedi moo re fanang ka reports ya ditjhelete le ka moo di sebeditseng ka teng.

Question 2:

Jwale reports ena ya ditjhelete le fana ka yona jwang? Le a ba qoqela kappa ho na le mokgwa oo le o sebedisang?

Response

Re na le analysis book e bontshang hore tjhelete e keneng ke bo kae le e setseng ke bo kae.

Question 3:

Jwale ho ya ka wena tshebetso ya matitjhere o e bona jwang sekolong mona?

Response

Ho ntse ho batla ho na le bothatanyana empa ka baka la hore re a buisana ka nako enngwe ha o kgone ho ya ho e mong le e mong, empa re buisana le baetapele ba matitjhere.

Re na le dipilane tsa matitjhere le bona ba le dipolane tsa rona mme ha di kgone ho thulana

Question 4:

Diplan tsena di sebetsa jwang?

Ho ngotsweng diplaneng tsena?

Response

Jwalo ka ha re tseba hore bo labohlaono ho ngolwa do speed test tsa mathematics, re ya ba kopa hore dipampiri tseo tsa dipotso di finyelle labobedi hore di thaipuwe

mme laboraro di hlahlojwe hore ba di lokise e bang ho ka ba le diphoso mme ka labone dib a fumane hore bana ba ngole ka labohlano

Matitjhere hape a hopotswa ka di workshop hobane District office e romela diplan sekolong. Ha matsatsi a di workshop a atamela re ntse re ba hopotsa ka "intercom"

Le matitjhere a fuwang tjhelete ya leeto re kopa le ona atle ka nako hore re tsebe ho ba lokisetsa.

Ha o etsahala hore matitjhere a yang workshopong a mangata re ba hlophisetsa le transport.

Question 5:

Sekolong mona ho na le ditlelereke tse pedi. Emong ke wa Finance e mong ke wa HR, jwale ha ho etsahale hore e mong o a kula le sebetsa jwang?

Response

Re ya kgona ho tswelapele ka mosebetsi. Sekolong sena ho na le ponaletso (transparency) ke kgona ho etsa mosebetsi wa HR mme le yena o kgona ho tswelapele ka Finance ha ke le siyo

Re na le dilemo tse hlano re sebetsa mosebetsi ona mme ha re na bothata.

Question 6:

Jwale ha tlelereke e le siyo o kena jwang ofising?

Response

E mong le e mong o na le dinotlolo tsa hae ha ho na mathata

Principal le yena o na le dinotlolo tsa ka mona

Ka store room ho na le registara e saenwang. Ha principal a nka buka kapa eng feela o a e saena le ha e kgutla o a e saena ho bontsha hore e kgutlile.

Question 7:

Thepa ya dikomiti tse fapaneng yona le sebetsa jwang le yona?

Response

Dikomiti le tsona di na le register moo ba ngolang teng ha ban ka thepa ya bona e kentsweng ka store room

Ka store room ho kena chairperson feela e seng batho bohle.

Question 8:

Mangolo a memang batswadi a ngolwa ke mang?

Response

Ke rona ditlelereke

Lengolo le leng le leleng le feta ho mosuwehlooho hore a le hlahlobe mme ha le lokile le ya thaipuwa

Interviewee no 5: (Parent/factotum)

Question 1:

Sekolo se setsejwa hakae ka hara motse wa Sasolburg?

Answer:

Ntate sekolo sena se a tsetjwa ka hara motse wa Sasolburg.Ke sekolo se tummeng haholo ebile batswadi ba rata ho Tlisa bana ba bona mona.Ka baka la tshebetso ya matitjhere.

Question 2:

Ntate ha o re ka baka la tshebetso ya matitjhere o ka hlalosa tshebetso ena?

Answer:

Matitjhere a sekolo sena a sebetsa ka thata ntate.Ho tloha hoseng ha bakena ho fihlela ka bo hora ya bone ha ba tswa ba ya hae. Ba bang ba fihla mona ka mora hora ya botshelela hoseng.

Question 3:

Ho ya ka wena bakeng sa dipapadi sekolong mona e be dithahasellwa haholo ke mesuwe le bana?

Answer:

Haholo ntate. Laboraro le leng le leng bana ba bapala bolo ya maoto, ya matsoho, kgathi, mabelo jwalojwalo.Matitjhere le wona a bapala karolo ya bona ya ho kwetlisa bana, basebetsa ho fihlela mantsibuya ka hora ya bone. Bana bona ha ba bapala le dikolo tse ding ba atisa ho hlola.Lebaka ke hobane matitjhere a bona a dula a ba kwetlisa haholo.

Question 4

Ke bona lebala la sekolo le boheha le le letle. E be sephiri sa taba ena ke sefe?

Answer

Ntate mona ke kena mosebetsing ka hora ya botshelela hoseng. Kelokela ho bula diheke bakeng sa bomme ba phehelang bana le matitjhere a fihlang hoseng haholo. Ba bang ha re fihla re fumana ba se ba eme hekeng ka hora ya botshelela.Ha re fihla feela re se hlwekisa sebaka sena le sekolo ka kakaretso hofihlela ka hora ya bona mantsiboya ha re tjhaisa .

Question 5 :

Ka tjhadimo ya hao mona sekolong sena e be bana ba bolokehile

Answer

Haholo ntate. Ha sekolo se kena diheke tsa sekolo di a kwalwa. Ha ho na ngwana ya tswang ka heke bana kaofela ba ka di phapusing ba a rutwa. Lematitjhere a mona o keke wa bona a ntse a tsamaya_ka ntle ba dula diphapusing.

Question 6:

Musebetsi wa ho hlwekisa sekolo o ithutile wona mona sekolong sena?

Answer

Tjhe ntate mosebetsi ona ke na le dilemo tse mashome a mabedi ke o etsa. Ke qadile mona sekolong sa Sasolburg High se ka toropong.Ke sebeditse dilemo tse 15 sekolong seo.Ha ke tloha moo ke ile ka tla sekolong sena. Ke fumane ho tshabeha mona ntate. O se ke bona ho le hotle tjena . Ke matsoho ana a ka ke sebeditse ka thata hore ho be tjena.

Dihora tsena tse ngata tseo re disebetsang ke boitelo feela ba rona. Ha re lefuwe ho kena hoseng ka 6 empa e le boitelo feela hore sekolo sena se dule se le makgethe.

Question 7:

Ho ya ka tjhadimo ya hao , ke sekolo sefe se ipabolang ka hara Sasolburg?

Answer:

Ke hopola hore sekolo sa rona se e pabola haholo ka hara motse ebile se a tsejwa.

SCHOOL C

Interviewee **(NON TEACHING STAFF)**

Question 1

How is the reputation in this school?

Response

The reputation in this school is good because when we look at the history of the school, it is the first school in this township. Even when we check the results of the school in the past 6 to 7 years, it has the best results over all the other schools in this township.

When we talk of teaching and the sports, last Saturday our boys under the age of 16 were competing at provinsial level, they won and came back with a trophy. This is a good school when it comes to education and sports. .

Question2

While you are still talking about the extra-mural activities, how do you perform in this school, and what is the secret behind your success?

Response

We have soccer, netball, choir,and volley ball. We achieve more because we start early in the year with our programmes, we do this because we want to be ready during the competition time. Few days ago we our learners were playing table tennis, chess, and netball with a neighbouring school, our teams played very well. We are in the process of increasing participation among learners. We would like to see more learners participating. Our teams practice every Wednesday. There is only one thing that brings success to sporting activities and that is 'discipline, because without discipline it becomes very difficult to ensure that learners compete with others. We try to include young learners who are starting with us after their primary education.

We know that they sometimes think they are old enough not to partake in the activities, they give us problems, but we help them to use the talent they were given

by God. It is only discipline and practice that we are able to succeed. We do not discriminate against girls we also support them.

Question 3

Thank you for telling me how you do sport. Regarding teaching how is this school performing?

Response

In this school we have dedicated educators. Everyday in the afternoon we have classes for an hour. Teachers talk amongst each other regarding additional morning classes and afternoon classes.

When schools are closed during the Easter holidays, in this school we continue with classes, even during the winter and September holidays we do not close, to try to enhance the performance of learners. This plan helps a lot because when there are problems, that is if learners are not performing well in a certain subject, this is detected early and remedial work can be given to learners.

Question 4

How is your communication with parents?

Response

We have learners who have discipline problems, they are given letters to their parents, but before a learner comes with his or her parent to school, he or she cannot come to school. Regarding performance we have meetings every term where parents and teachers talk bout the performance of learners. There are also meetings with the School Governing Body where members are given report on the performance of learners in each term of the year.

Question 5

Are you getting enough support from parents?

Response

It depends on the aspects I have mentioned earlier on, regarding the discipline of learners, we sometimes get support but sometimes we do not. This is because some parents are working and that is why they do not come to school when we need them. Parents that are working do not like to be called to school, they therfore become very angry with educators that call them, they complain that they waist time coming to school whilst they should be working. Regarding sectional meetings, parents support us, a lot, except those whose children are ill disciplined, they do not support us at all.

Regarding all the parents we get support of about 50 per cent. We use correspondence and the community radio to communicate with parents, especially when we want them to come to school for a meeting. The problem is that we do not get a good attendance that we expect in these meetings.

Question 6

What role do parents play in this school?

Response

Parents do not play a very big role here at school, except when the teachers know of a certain parent that plays soccer in a team in the township, and he is good in that, then we invite him to school to help us with the training of our soccer players.

Question 7

I see a lot of trophies here, did you get them in one year or over many years?

Response

We got these trophies over years. A year does not end without us getting a trophy. As I said earlier on, we got these two trophies last Saturday. We got them from the provincial, we were the finalists for soccer under 16.

Others are for the school choir where they gor position 3 in the whole province and we got others in the past years.

Question 8

How do you celebrate the achievement of the school?

Response

At the end of each year we have what we call the parents day where learners who perform well in class receive awards and those that compete up to the provinsial level.

Question 9

You probably have 4 secondary schools in Sasolburg. If you have to rate your school, at what level would you rate it in connection with curriculum activities?

Response

I can give the Nkgopoleng secondary school 8 out of 10.

Question 10

Why do you rate your school 8 out of 10 can you elaborate?

Response

I say this based on the following aspects: academic performance and sport where our learners are excelling. Our pass rate is good and the way our sporting codes are schools struggle to beat us.

Question 11

How does the SGB support the school?

Response

This is the committee that support us regarding school rules and policies. Every committee starts by evaluating policies that are ecxisting before it starts with its work, then it makes changes where necessary. The SGB also helps us with making sure that educators are appointmented. We had a teacher that was ill for some time, the Department could not give us a substitute but the SGB helped out by hiring a temporary educator in an SGB post. The chairperson of the SGB is a person who

knows what he is doing, even when he explains the processes to parents, he talk like a professional.

Question 12

We are from SGB elections recently, how were these ecetions in this school?

Response

Sir, here in this school, the attendance of parents in the first meeting was poor, then the meeting was posponed for another date. The following meeting was successful in that the elections were done.

Question 13

Looking back at the first meeting, where do you think the problem was regarding the poor attendance of parents?

Response

This is the 10th year that I am working in this school. Parents are afraid to be elected in the school governing body. They want other people to be elected and not them, immediately after the SGB elections they attend well in meetings. I think they are afraid to take responsibility.

Question 14

Regarding school financies, how do you work?

Response

We have a finance committee that ia made up of the principal, parents in the SGB, educators that have accounting to help parents and to explain to them how money is spent in the school.

Question 15

If it can happen that one of the learners get sexually abused, or injured here at school, then people the media come for the story, how can you deal with that?

Response

We have never been in such a situation before, but here at school we do not have the expertise to talk to the media, I do not know if the principal has a right to talk to the mediahlooho or may be he has to refer them to the Department of Education. We had a problem of learners who were fainting in this school, people were blamimg satanism for this. During this time parents where flocking to the school, we told them what was happening. With parents that were working the principal had to talk to them over the community radio, he explained to them what the school was experiencing so as to satisfy them.

Question 16

How is the relationship between teachers and the non-teaching staff?

Response

There are problems here at school, especially when we talk about the leave for teachers. There are times when the teachers take days after the leave before they fill in their leave forms, this is against the policy on leave. Teachers are supposed to fill in their leave forms a day after they are back from their leave. When a clerk goes to the teacher to make him or her aware that she or he has not received the leave form, teachers usually respond by saying that they do not report to clerks, but she can talk to the HOD about it. We ended up saying that teachers have to submit their leave forms to their HODs and the HOD has to submit the leave form to the principal who will give it to the clerk. We once made a resolution that educators should be given a leave without pay especially those who dealy to fill in their leave forms, and those whose reasons for leave are not clear or without proof.

To deal with this problem were helped out by the HODs.

Interviewee **(HOD)**

Question 1

As a Head of Department in this school, how do you perceive its reputation?.

Response

Sir, as an HOD in this school, this school is one of the oldest in this area. The school is one of the most respected schools in Zamdela. The parents and community members in Zamdela respect the school a lot..Parents like enrolling their learners in this school. The reason why parents like to enrol their children here is because the the school gets excellent results at the end of each year, the second point is that teachers here work very hard. In mathematics and science learners are doing very well.

There have been bad times though, there was a bad spirit, there was something about burning the school down. The support of the parents and the community members was excellent. They assisted us with fixing the areas of the school that were damaged, things went back to to normal.

Question 2

What is the secrete behind the school's success?

Response

The big secrete sir, is that there is not even one teacher that works alone. We work as a team. We assist each other, you will find that the teacher for accounting that teaches grade 12 is assisted by teachers that are teaching the same subject in grades 8 to 11. The ultimate goal is for learners to pass at the end of the year.

Teachers work together, teachers teaching in grade 12 do not see themselves better or look down on teachers teaching in grades 8, 9 and 10. We work together, we assist each other. Another thing is that during holidays we do not close, we make sure that the extra time during holidays is used effectively.

On Saturdays we focus on maths and science. Learners attend extra classes on Saturdays. We usually request for help from people who know Maths and Science to come and assist us so that learners can do well in these subjects.

Question 3

What support do you get from the Shool Management Team?

Response

As a member of the SMT, I try by all means to assist a teacher who has a problem. I assist teachers with their preparation of lessons. I hold meetings for my department for a teacher that has a problem with presentation of lessons in his or her class. In these meetings all of us assist the teacher, this is a way of developing the teacher. An HOD has to have a good relationship with teacher, it is not that just because I am an HOD I know everything, no, we have to assist each other.

Question 4

I saw trophies in the principal's office, did get all these trophies in one year?

Response

These trophies were received over years. We have a soccer team which is the main sport, we also have netball and jum majorrettes. We also have a choir, every year the school wins a trophy or two. This year we attended choir competitions we got a trophy. They procedde to the provinsial level where they also got a trophy.

Question 5

What then is your secrete to your success, what do you do to succeed?

Response

The most important thing sir, is teachers' commitment and sacrifice that teachers make. When it is the teacher's responsibility to train learners on a certain sport he or she makes a sacrifice so that learners can gain skills and knowledge of the sport, and learners notive that educators do their work whole heartedly and with commitment. This encourages learners to work very hard.

Question 6

How do you celebrate your achievements in sports and in curriculum matters?

Response

Regarding learners who do well in sport, the school makes a celebration, on this day they get awards, and those who performed well academically they are introduced to

other learners in the assembly. Later that day there will be celebrations of the awards, all educators are also included in these celebrations.

Question 7

How do you communicate with parents?

Response

Parerents receive letters from the school. These invitations are sent to parents through learners. We meet with parents to explain the performance of their children here at school. The report is usually about academic performance as well as sporting activities. We also discuss problems that educators encounter with learners.

Question 8

Now, when you invite parents to a meeting, how is their their attendance?

Response

Parents do attend meetings, but it is only 50% of them that attend because others are working outside Sasolburg, they work in the Gauteng province.. Those who work in Sasolburg try to attend meetings when they nock off at 17h00. Parents who work outside Sasolburg are encopuraged to avail themselves when they are not working, where they are given feedback on learners' performance or sporting activities. .

Question 9

I had you saying that parents like to register their children here at school, what kind of support do you get from parents?

Response

Parents come to school to support teachers when we have invited them, and when there are problems here at school they do come, this is an indication that parents have interest in the school. When they hear that there are learners that are mis behaving they come, even if they are not theirs, because they do not like their children to learn to misbehaviour from those that have behavioural problems.

Question 10

Do you experience problems such as having less learners that enrol which may lead to redeployment of teachers?

Response

No we do not experience such problems because learners that enrol are according to the teacher ratio, we have never experience problems with decreasing number of learners where this can lead to redeployment of educators. Weenrol learners according to the number of classrooms, we sometimes turn down applications because of the shortage of classrooms. .

Right now the number of learners that we have is 1500 and 50.educators

Question 11

How does the School Goerning Body support the school

Response

The school governing body is composed of parents who are committed to support the school. I can quote a few things that I have seen the school governing body do. Many times when go out on an excursion with grade 12 learners the school governing body will fundraise to support those learners who will be attending educational camps, the aim of fundraisig is actually to assit parents so that they do not pay much for the learners that attend educational camps. .

We also notice how the school governing body and the parents do their level best to deal with the spirit of satanism.' They invite pastors and prayerful members of the community to come and pray for learners and teachers. During holidays the school governing body as well as parents come to school to paint and to clean classrooms.

Question 12

How do you manage finances here at school?

Response

The school funds are managed by the principal, the school governing body and the finance committe. Here at school as teachers we are allocated budget for each department. This budget helps the departments to spend money according to the budgets. We are also given a report on how money has been spent, and where there are shortages we are also informed.

Question 13

Who is involved in drawing up the budget?

Response

The school governing body and the financial committee are responsible for drawing up the budget. The budget is drawn according to the needs of the department, that is the departments first submit their needs to the finance committe.

Question 14

If there is a learner that is sexually abused or a learner who is injured at school then you see media coming to the school to interview whoever they come across, do you strategies in place to deal with such situations?

Response

In this school sir, we have a guidance committee which helps learners fronm child headed households, and children who experience problems but are afraid to tell their educators. We identify these learners and refer them to the lady who assists such learners, so that they can be free to talk about their problems.

Question 15

Do you have a policy that gives guidance on how to deal media?

Response

No sir we do not have such a policy in this school, we refer such cases to the principal.

Question 16

There are 4 to 5 high schools in this township. How can you rate your school out of ten?

Response

I can give this school 9 out of 10

Question 17

Why do you rate your school 9 out of 10.

Response

In this school we excell. I believe you have seen trophies in the principal's office we also excell in the academic performance and sport.

It is true that when people are passing they see learners outside, it is because we are not allowed to beat them up. We only try to keep them outside the school premises so that they can realise that they came late. After that we take them in groups. According to the support of educators for grade 12 learners and behaviour of learners we still do better than other schools. It is true that our learners are still involved in gangsterism we have an adopt a cop, they here at school, we work together.

Even here at school we have a police offier who is comes to school on a daily basis, he assist us with checking on learners who smoke dagga and thos who use drugs. This policeman is still working for SAPS we just requested him to assist us. He has been allocated a room here at school so that he can be nearer even during holidays he assists a lot, people do not know that we have a policeman in our premises. In the past we experienced problems with buglary where computers were stolen, there were other things that were taken. That is why we encourage this policeman to stay here at school to be the watchdog.

This policeman helps us a lot to reduce crime within the school. .

Interviewee **(MOTSWADI)**

Question 1

Motswadi ke rata ho tseba hore sekolo sena sa Nkgopoleng jwaloka o sebetsa mona, ke sekolo se jwang?

Response

Sekolo sena matsatsing ana ha se kgotsofatse ka baka la ditshila tse mona. Ha se sa tshwana le pele le ka moo keneng ke setseba ka teng. Sehloka matsoho hobane ha o tadima hohle mona ha ho kgahlise. Motho ya sebetsang mona o mong fela mme sekolo sena se seholo haholo.

Lebaka leng ke hobane ho sa tswa kgethwa lekgetla la sekolo le letjha mme dintho ha di eso kgutlele madulong. Mohlomong ka mora nako ho tla loka lekgotla le tla hira batho ba tlang ho thusana le ntate ya sebetsang mona.

Question 2

Taba ya thuto yona oe bona jwang?

Response

Thuto e teng mona sekolong sena , sekolo sena se sebetsa hantle haholo. Bana ba mona ba ya atleha dithutong. Ngwana waka o ne a kena sekolo mona empa o se a pasitse o sekolong se phahameng kwana Gauteng. O ne a etsa mathematics le physical science . Ke selemo sa hae sa ho qetela university

Question 3

Batswadi ka kakaretso ka ntle mona ha ba bua ka sekolo sena ba reng?

Response

Nna ha ke tsamaye haholo ebile ngwana waka o se a qetile sekolong sena. Le dikopanong ha ke sa tla haholo, feela sekolo sena ntate se se setle haholo. Dipapading le dikhwaereng ba sebetsa hantle haholo. Le botoutu ba ntse ba tshwana le bana ba bang. Ka baka la tshehetso e ntle sekolo se ile sa ahelwa holo e kgolo. Ke sebeditse sekolong sena dilemo tse 20. Ke tseba pale ya sona

Mohope wa rona wa Zamdela o eme, o na le batho ba neng ba kena sekolo mona. Kajeno ke banna le basadi. Sekolo sena ke secondary ya pele yak gale ebile bana ba se rehile "Nkgono Puleng". Matitjhere a mang a sebetsang mona a ne a kena sekolo hona mona, ba bang ba sebetsa dikolong tse ding.

EDUCATOR QUESTION 1

Mme jwalo ka mesuwetsana wa sekolo sa Nkgopoleng, o bona sekolo sena se sebetsa jwang
Bakeng sa sepheto sa bona?

RESPONSE

Re le matitjhere le bana ba sekolo re sebetsa ka thata haholo, hobane sepheto sa Nkgopoleng se setle haholo. Selemong se fetileng bana ba grade 12 ba fumane 95.6%.Sena sepheto re se fumane ka baka la mosebetsi o matla wa matitjhere ha mmoho le bana.Le mane ditlelaseng tse tlase tsa grade 8 and 9 re tswere ka thata hobane bas ala banyane ba hlaha diporaimari bona re dula re ba susumetsa hore ba etse mosebetsing.Mona sehlopheng sa leshome (grade 12) ho betere haholo hobane ese ele bona ba baholo ba nang le boitshwaro. Le jwale ho setse hanyane re fumana 100% sephetong sa matric (grade 12).

QUESTION 2

Jwale Mme hore le atlehe ha kana.tshehetso le e fumane kae?

RESPONSE

Ho ya ka nna matitjhere a ikemiseditse haholo, ke bona ba etsa mosebetsi ka boikemisetso, hore ba fihle mono moo ba batlang ho fihla teng. Ba bile ba leka le ho iketlaetsa mosebetsing wa bona.

QUESTION 3

Bana ba sekolo le ba bontsha jwang bohlokwa ba thuto?

RESPONSE

Re ba bontsha ha re ba fa mosebetsi o jwalo ka "assignment" ba etse dipatlisiso (research) ha ba se ba fumane dikarolo ba kgutle bat lo fana ka dikarabo tseo, hona ho ba thusa haholo ntshetsong pele ya thuto ya bona le hore ba tsebe ho sebetsa ba ena le boikemelo bas a susumetswe ka morao

QUESTION 4

Sekolong mona ho na le (School Management Team) ke tshehetso e teng eo ba fanang ka yona ho matitjhere.

RESPONSE

Karolo e bapalwang ke SMT sekolong ke e kgolo haholo hobane ba dula ba kgothatsa matitjhere ka dinako tsohle hore ba sebetse ka thata. Ha matitjhere a thulana le mathata SMT e thusa haholo tabeng eo. Re hlalosetsana mosebetsi wa kotare mme moo re kopana le mathata re leba ho HOD tsa rona ebe re fumana thuso.

QUESTION 5

Ke karolo efeng e bapalwang ke batswadi thutong ya bana ba bona?

RESPONSE

Batswadi re dula re ba bitsa nako le nako. Pele kotare e feela re ba bitsa ho ya ka dihlopha jwaloka grade 8, 9, 10 ,11 le 12 motswadi e mong le emong o hlahloba dibuka tsa ngwana wwa hae. Titjhere e mong le emong o hlalosetsa motswadi ka

mosebetsi wa ngwana. Le moo ngwana a sebeditseng hantle le moo asa sebetsang hantle teng.

QUESTION 6

A na batswadi ba tshehetsa feela bakeng sa dithuto?

RESPONSE

Dipapading batswadi ba tshehetsa feela ha rena le bitsitse. Mohlomong hona le baeti ba etetseng sekolo sa rona moo ba ya tla. Ho tla tshehetsa.

QUESTION 7

Ke karolo e fen geo lekgotla la sekolo lee bapalang mona sekolong?

RESPONSE

Lekgotla le hlokomela hore dintho di tsanaya hantle mona sekolong le tsamaiso ya ditjhelete tsa sekolo le ho hira matitjhere le ho lokisa moahao le difensetere tsa sekolo.

QUESTION 8

Ke bone mohope ka ofising ya mosuwehlooho. Mehope ena e mengata e fumanehile jwang?

RESPONSE

Bana ba rona ba rata bapadi ya maoto haholo. E bile ba e tseba haholo.Papadi engwe eo bae ratang haholo ke mmino wa dikwaere (choral music)

QUESTION 9

Ka mora tlholo sekolo se keteka jwang katleho ena e kana?

RESPONSE

Hore bana ba kgothale ho sebetsa ka thata, bohle ba atlehileng ba hlahiswa pareiting mme ho hlaloswa ka moo ba sebeditseng ka teng. Ha tjhelete e le teng mosuwehlooho a ba etsetse moketjana wa ho ba leboha le ho ba kgothatsa

QUESTION

Jwale batswadi ba bona ba sebeditseng hantle bona le ba leboha jwang?

RESPONSE

Batswadi bona ba bitswa ha bana ba fuwa disetifikeiti, hore bat le bat lo kgothatsa bana ba bona ha selemo se feela.

QUESTION

Baahi ba motes wa Zamodela ba tshehetsa sekolo sena jwang?

RESPONSE

Baahi ba tshehetsa feela ha ele hore kopano di "donation" o ngolla makotla wa sekolo feela.

QUESTION

Ha ho ka ba le kotsi yah ore ngwana a betwe mona kappa a tswe kotsi mme ha le sheba le bone baqulotsi ba ditaba ba se ba botsa batho le bona jareteng ya sekolo, le ka sebetsa jwang ntlheng ena?

RESPONSE

Mona ke nahana hore ke batswadi ba lokelong ho fana tumelo ya ho buwa ka se etsahetseng mona sekolong. Ke bona ba nang le tetla ya buwa ka ditaba tseo. Re kile ra batla re eba le taba e jwalo empa ene ele mababi le meya e mebe ya "Satanism" tumelo ya bosatane. Bana ba ne ba akgeha mme ba bang ba buwa hore ho hlokahetse ba bang. Bangata bo ile ba baleha ba leba ma hae empa boemo bona bo ile ba hlalosetswa batswadi hore ba seka phahamisa matshwafo.Ka ntle ho moo sekolong sena. Ke sona se ipabolang haholo ka hara motes wa Zamodela

SCHOOL D

INTERVIEWEE NO:1 (HOD)

Question1

Sir when we talk about the reputation of a school we are referring to the image and identity. Can you tell us more about the image of your school?

Answer:

In our school we had a problem because it was a new school and we were using a building in town. This resulted in our learners not being satisfied with the building because it was very old and one day they met and demanded that the Department Of Education must provide them with their own school within a township because they walked a long distance from the location to town. Most of the learners were unable to pay for transport this resulted in them toy -toyed and joined gangsters to help them fight for their rights.

Later on when they got their building in the township, they kept on joining gangsters and their behaviour was not acceptable and nobody gave us a chance because our school was labelled as the worst school because of the stigma and you know that schools are measured buy their performance in grade 12. What was surprising was that they managed to do well in their first examination and they got about 70% pass rate .As a school we never got less than 55% in the examinations.

In sports we did well, we also had learners who took part in competitions and represented the school in language competitions. we also had learners who went overseas and performed well in Arts and Culture, for volley ball we got up to provincial level we did very well sir. We were given a university status by the Deputy Minister of Education. He also came to visit our school to congratulate the school for 100% pass in Maths and the following year for grade 12 Geography. I teach English and my students got 100% pass in grade 12.thee are also other educators who did well in their subjects, our school is the best although the stigma is still there .Other people say that our learners misbehave, they don't have good manners but they are not different from other learners. What I would say about our learners is that they do behave well compared to other schools. Because recently there was a big problem in other schools as leaners were toy-toying and boycotting classes.

The learners even came to our school to force our learners to join the strike but our learners told them that they should solve their problems and live them alone , the learners never joined the strike, that alone shows that our learners are not that bad .In every school we do have some educators who experience social problems and who will not perform as expected, That is why I say we cannot say we are a dysfunctional school because our learners try to get good results since we are blessed with good educators in grade 11 and in grade 12 who make sure that they do their best to help those learners to pass.

Question: 2

Are people not convinced that this is a good school?

Answer:

Yes, people are going to discover that we are a good school because we have a very dedicated acting principal who is also a workaholic. She is involved in sports and athletics and she is a good coach. As far as I am concerned there are some learners from our school who are occupying high paying jobs in industry and some of them come back to thank the school .In our school we have two sectional department like we have two deputy principals. The first one is in charge of the general education and training and the other one is in charge of F.E.T (further education and training).For example grade 10, 11 and 12. Our work is structured in such a way that everyone knows where to report not all educators fall in one department. There is a thorough follow up and support from the deputies.

In drum majorettes and in sports we have educators who are officiating and we also have pastors in our school. At times you may find that there are some people who are demoralised by one or two problems but all in all we are trying our best.

There was a year I think in 2008 where I was touched by a learner who did not have a school uniform and she was in grade 12. The person who helped me was my wife because she insisted that I should buy school uniform for that learner, and that learner did very well in the examinations and passed grade 12. We also tried to assist those learners who also experience social problems at home. We also involve our educators who are pastors like. We are five pastors in school and we ask for some clothes from our community and congregations for those learners who are needy.

Question3

How do you communicate with parents?

Response

Sir we communicate through our SGB representatives. They call parents meeting and they do address them. Sometimes we ask the SGB reps to talk to learners about good behaviour. We also invite parents to come and check the work of their learners. We also ask parents to assist in sports and in athletics. Those who are coaches of soccer and netball they come and help us.

In terms of discipline we write letters to parents because we don't use corporal punishment or abusive language. After we have called the parents we also make follow up to see whether the learner's behaviour has improved or not. Furthermore I show much care about him or her by calling him or her and ask if he or she does cope with his school work and I offer my assistance where he or she experiences some difficulties. The child becomes

relaxed and appreciates what I am doing. He or she notices that I only want and wish him or her the best in life. I have also visited those learners who have social problems to their homes and encourage them to do their best.

I also assist those learners who passed grade 12 by showing them how to apply for a job and how to behave in an interview.

Question 4

As a member of the SMT how do you support?

Response

Aah! It's a challenge/it's difficult since I am new and acting one thing I have realised is that they (teachers) think about always being attacked. They always feel threatened by their supervisors (HOD's). Even if you want to develop them they will still feel unsecured.

If you invite them to the meeting they will not attend deliberately. What I do is that I go to them individually and give them feedback of the meeting they did not attend deliberately and don't ask them why they did not attend.

I've also realised that if the work is not done they sometimes want to see the response. When you ask them to submit their files the will delay and will just give me the file as it is. You evaluate and write the report, if there's some information which is missing in the file, I will just make copies and put them in the file. Instead of attacking the educator you assist him or her and show the importance of having a file updated. This has helped me a lot because there was an educator whose file was not up to scratch and after assisting that educator he became the best educator. People should be treated like people and not like animals. Our role as SMT members is to support and help educators.

Question 5

For as far as the school governing body is concerned, do they really support the school?

Response

Yes the SGB support the school.

Question 6

How do they support the school?

Response

They support the school I terms of organising e.g. if we need a parents meeting they make sure that the majority of parents attend. When coming to teacher appointment they excel because they look for a teacher who deserve to be appointed. Unlike other SGB members

from other schools they are controlled by a remote from the district. They don't know how much power do they have and they have the prerogative to do the right things. Our SGB make sure that the people who are appointed here deserve. Our SGB also know that the educators who are appointed here know their work and are capable educators. Even at the district office they know me that I am in charge of geography and English in grade 12 and that my learners obtained very good marks in English. Some of the SGB members are the parents of these learners and they make sure that these learners get the best education. The SGB also plays a vital role in disciplining learners who misbehave. When a child does not wear a school uniform after we have talked to him or her, we invite the SGB to Intervene and attend to that case. They will even go to an extent of going to the learner's home and talk to the learner's parents. If the parents cannot afford to buy school uniform, the SGB will fundraise and buy school uniform for that learner.

Question 7

In April this year schools were busy electing new SGB members. In some schools attendance of parents was not good and they had to postpone for other dates. Did you also experience the same problem?

Response

No attendance was very good. Parents came in numbers and this shows that our parents support this school. They go all out when they are invited to attend meetings.

SCHOOL D

DEPUTY PRINCIPAL

INTERVIEW NO: 4

Question 1

Sir can you tell us more about the image of your school?

Answer:

In responding to your question I wish to start by the behaviour of our learners. Our learners are very committed to their work, their behaviour is good. We also don't experience big problems as far as their behaviour is concerned .They attending classes in big numbers and the rate of absenteeism is very low. They stay at school from 8 in the morning until 3 in the afternoon. A good thing that keeps learners is the national school nutrition programme. Food is cooked here at school and every learner is enjoying a hot meal everyday at 10am in the morning. Since 2001 I was the chairperson of disciplinary committee and I have learnt that most of learners did not stay until school is out at 3 because they were hungry .Some of them don't have parents they are orphans. They stay with their sisters or brothers, so they lacked parental care. Some of the learners have only 1 parent who is unemployed. We also discovered that most of the learners who misbehaved were those learners who did not have parents. We also discovered that they are the ones who needed some help.

Question 2

What type of help do these learners need?

Answer

These leaner's are vulnerable they need help from in different ways. They need help from health departments, social department as well as social security department .A s the chairperson of disciplinary committee I contacted the nursing sister from the local clinic and adopted her for our school. She was going to assist us with learners who experience health problem .All learners who experience those challenges will be referred to her. We also adopted a social worker who will be responsible for all learners who experience serious behavioural problems. The police officer was also adopted to assist with learners who experienced serious misbehaviour such as theft, doing drugs ect.In such cases an adopted cop will be invited to talk to such learners, showing the danger and the disadvantages of those wrong deeds. By involving the above- mentioned stakeholders the behaviour of our leaner's improved a lot. This has taught us to look deep into the root cause of the problems.

Our educators are also very committed, although there are only few who still need to be motivated .Teachers regard the grade 9 learners as matric class. They start preparing them for the final matric exam. This had instilled some confidence to our learners and is highly motivated.

Our teachers work as a team and leaner's had learnt that there is a collective among our teachers. We also make use of periodic time table where educators and class reps sign these registers. If the educator did not arrive in time or did not honour his or her period, he must account. We also have monitoring and control tools, a plan for the whole year indicating that work will be controlled on certain dates. The SMT meets every week to check progress in such meetings we look at a number of things such as loopholes, outstanding issues and try to address them.

Question:3

How do parents assist you?

Parents assist us in many ways. If a leaner misbehaves we immediately invite parents to assist us and parents do not hesitate they provide help he and there. When we have school activities the parents assist us a lot.

Question 4:

How do you manage extra –curricular activities?

Answer

Our school performs well in extra - curricular activities. Our acting principal is one person who is actively involved in sports and she assists in coaching learners. We also invite parents to assist us with the skills they have. We also teach our learners to take sports very serious because some of them are talented. We also teach them that sports assist learners to stay alert and it improves their mental capacity.

Question 5

As far as performance of learners in class (curriculum matters) what can you say?

Answer

In 2010 we achieved above 70% in grade 12. In 2011 we obtained 60% in matric results.

Our grade 9 learners do not do well. We are a bit worried although we are trying to improve the performance .We ask parents to help us with their home work. Extra classes are also conducted to improve performance.

Question 6

How does the community support the school?

Answer

The community is assisting us by providing school uniform to needy learners.

Question 7

Do you think you have got plans to deal with a situation where the media can come to school to interview any educator about a child who was raped or hurt?

Answer

At school we have a safety committee .We treat cases which are at our level but those which are serious we refer them. We are presently improving our policies to be compliant. We involve structures or stakeholders such as health department, social development, safety and security department, so that they can advice us to keep our policies compliant .The construction of the road next to our school is busy and a number of accidents to our leaner's had occurred. We contacted the Dept Of Traffic to assist us, when the construction is completed we are going to have humps, so that the speed is reduced to protect our leaner's.

As far as the media is concerned we have experienced a problem before where the media alleged that one of our leaner's was raped and the Principal as well as the Deputy did not report the case. Another problem we are experiencing is the cell phones .Learners bring cell phones to school and they disturb or distract effective teaching. They take photos of educators and later these photos appear in websites like face book. We have requested parents to assist us not to allow their leaner's to carry cell phones to school. Some of these leaners are naughty and full of anger. When a teacher reprimands him or her is almost ready to fight and some of our teachers are short tempered they find themselves exchanging blows with learners. When this happens leaner's begin to take photos using their cell phones.

SCHOOL D

EDUCATOR

INTERVIEW NO: 2

Question1

What do you think the current reputation is at your school?

Answer

When I started teaching in this school we were utilizing a building in Sasolburg town. The school was far from the location and leaner's used to walk to school because they could not afford to pay taxis or buses to transport them to school. This posed a very serious challenge to our leaner's.

Some of our leaner's could not arrive on time and others could not reach their destination. Some of the leaner's met with friends on the way to school and started smoking dagga and others went to town to do shoplifting. When we were busy teaching we would see police coming to school to report that some of our leaner's were arrested for shoplifting and in possession of dagga. Police were always complaining about the behaviour of our leaner's. When we call meetings for parents very few parents attended those meetings because of the distance they were supposed to walk. Others were afraid of attending those meetings because of the rumours which were spread saying our leaners are very dangerous. They carry knives, smoke dagga ect. That was the sad part of our school.

After some few years the Department of Education announced that we were going to utilize our own building in the location. We were very happy to lean that because we thought our leaner's would attend school because there was no need for them to walk long distances.

The challenge we faced /experienced was that parents and the community were scared of our leaner's saying that they are in the location thus, it was going to be worse. They were scared of them saying that some of them were thugs. After some few years the situation improved and the attendance of leaner's improved and parents started attending meetings after they discovered that our leaner's were not that bad. We called parents to assist us to maintain discipline of our leaners and parents were on our side. Gates were locked and leaner's were not allowed to move up and down during tuition time. When leaner's misbehave we called parents to assist us .Even today our leaner's are behaving well , we don't have a serious problem as far as discipline is concerned.

Question2

How did you achieve this success?

Answer

We achieved this success through working together. Parents and educators came together to discuss the way forward. We talked about the school uniform and the importance of wearing it. We also talked about the dreadlocks that parents should not allow their children to have dreadlocks. Our parents assisted us and even today we do not experience disciplinary problems . Our leaner's wear uniform and their behaviour is good. We have worked very hard although it was not easy. I respect the parents of these leaner's they are good and responsible parents.

Question3

How are your leaner's performing in class?

Answer

We work together as teachers .I do not hesitate to ask a teacher to assist me with a certain aspect of a leaning area if I know that , that a teacher is good at that aspect, there is a good team work and that is why we succeed and our leaner's are achieving good work.

Question 4

How does the SGB of the school support you?

The SBG of the school is very positive, they are on our side and they do a lot of work to support us. When we experience some problems of leaner's who misbehave, they intervene and reprimand those leaner's .Every parent or member in the SGB has an important role to play.

Question5

How does the school management team support you?

Answer

Our SMT is very good and they are working very hard. They guide and assist us in many things. They also encourage team work all the time. The SMT supervise our work and give guidance where necessary. They really assist us.

Question6

How do you manage extracurricular activities?

Answer

Our leaner's take part in different codes i.e soccer, netball, athletics. They practice every Wednesday and they perform well. We currently have leaner's who will be going to Canada for rope skipping.

Question 7

Is the school paying for their flight?

Answer

We have received some sponsors .This part of rope skipping is managed by the principal himself. This has motivated educators to work very hard because she has set the standard.

Question 8

If one of your leaner's can be raped or hurt an the media starts to interview educators about the incident, how are you going to handle that situation?

Answer

Our gates are always locked and the security is there to keep order. Media cannot enter the school premises without the permission. Before a person can enter the premises he must first get permission even our learners cannot leave the school premises without permission. A learner must produce evidence or must be in a possession of a letter stating that he/she must be allowed to leave the school premises. People who are allowed to enter our premises are police officers.

Our security personnel or factotum plays a very important role in our school. They know that they must protect our educators and our learner's. We always treat them with respect even if we have functions at school they know that we need their security and involvement.

SCHOOL D

CLERK

INTERVIEW NO: 3

Question1

When did you start working at school? What can you say about the image of your school?

Answer

I arrived here at this school in 2010. Our educators are working well and they are committed. They are working together, very hard and there is a lot of team work.

Question 2

How do you manage funds at your school?

Answer

I am not working in the finance department. There is a clerk which is responsible for finance .IU don't know much about finances. I am in charge of human resource department.

Question 3

If the finance clerk is not at work what happens to the finance department ?

Answer

When the finance clerk is absent it becomes a problem because when it comes to signing some documents I refused because I did not want to see myself in big trouble of signing. I only assisted them in other issues.

Question 4

How do you work with teachers at this school?

Answer

We are working harmoniously with educators. Although these are some challenges but as far as leave management. At times teachers are reluctant to complete leave forms and that makes us not happy and at times our relations become sour.

Question 5

As you are in charge of human resource do you also do some extra- work such as SAMS Programmes.

Answer

At school we have HOD's who are supposed to do SAMS but because of a high volume of work we do assist them by entering marks and other programmes in SAMS

Question 6

How do you communicate with parents?

Answer

We hold parents meetings here at school although at times we don't attend such meeting we type letters and send them to parents inviting them for parents meetings.

Question 7

Do parents attend those meetings ?

Answer

Yes, they do attend such meetings

Question 8

Do parents assist you ?

Answer

Yes, they do assist us more especially when educators experience behavioural problems of leaner's they really come and assist us. We write a letter indicating the school's name, address, educators name, the name of leaner who is misbehaving and the type of offence. In return a parent will come to school to address the problem. Parents also assist the school in many ways. There was an SGB chairperson who was very strict when coming to discipline. Leaner's were very scared of him because they knew he was very strict.

Question 9

If one of your leaner's could be raped or gets hurt at school and the media comes to interview educators about the incident, how are you going to handle that situation?

Answer

Our security is very tight. Those people who work outside they check and control the entrance of every person. Before they could enter the school premises they must first get permission from the principal .

Question 10

Do you have a policy which guide you on such matters?

Answer

We do have a school policy, but it does not cater for such incidents.

Question 11

How do you manage extra-curricular activities? Do leaner's play at school?

Answer

We have different sporting codes such as athletics, netball and soccer. Our leaner's do take part in sports. We also have a sports ground to accommodate these leaner's although they are not standardised.

Question 12

I saw the tennis court and a board written Lotto, What is it all about?

Answer

That is our sponsor which funded the erection of the tennis court. The school received money from Lotto to erect the fields and to buy sports attire for our leaners. For soccer players we don't have fields our leaner's use the local soccer fields.

Question 13

What do parents say about your school?

Answer

Our school is not that bad. Parents like our school and they like to register their leaner's to this school. Our leaner's are also like other children they are not that bad.

CODED TRANSCRIPT: SCHOOL A		
Code	Reflective notes	Supporting statements
Achievements	Good performance in sports	These trophies are for music, netball, soccer and drummies. Our educators as well as our learners performed well. We did not get them in one year; others were obtained 3 to 4years back. We have different committees and they work together and report their achievements. Each committee has a file and the co-ordinator who plays a vital role.
Communication	Quarterly & yearly Reports	Each committee has a file and every term they give a report in the form of news letters to parents. All Achievents are reported at the end of the year and parents are shown the trophies.
SGB Elections	Parent attendance	The response is very good, and they come in big numbers to the meetings. In April we held SGB elections and in our school we did not experience problems. A big number of parents attended and the elections went smoothly. In the school where I was appointed to run elections, we experienced a series of parents who did not avail themselves for the elections .The date was postponed.
Achievements	Parents participation Yearly awards	We invite parents and give them reports quarterly at the end of the year we give awards to deserving committees and other stakeholders .On the day we also show them the trophies.

Parents involvement	Good communication channels Roles & responsibilities of stakeholders	When I started at this school I drew up an organogram showing the responsibilities of SGB and the management. I also show them how important each stakeholder is and how important their roles are. I also explained the importance of working together and supporting each other. I also explained the importance of working together and supporting each other. I have also conducted training for the SGB's where their roles were discussed.
Systems	Knowledge	Yes we can be able to deal with such a situation if stakeholders know what needs to be done and if systems are in place.
Attendance of learners	Assign duties Parent involvement	We do not experience a lot of problems as far as learner attendance. We assign duties to parents of learners who do not attend regularly. The parent must accompany the learner to school to see to it that attendance improves. At the end of the year the parent will get an award for helping the learner.
Safety and happiness	Sense of belonging	Yes our learners are always happy at school even now the school is out but the they don't even like to go home because they enjoy to be at school. We also have an alarm system in place.
Core Curricular Activities	Monthly Reports	We have different committees for teaching and learning and we also have for extra mural activities. These committees report on

		monthly basis and the HOD's assist a lot in seeing that everything is in order.
Communication with parents	Quarterly reports Parents meetings Awards	The school communicate with newsletters and call parents meeting. Quarterly reports are given to parents, E.g. Foundation phase invites parents and give reports to parents. Intermediate and senior phase hold their meetings quarterly to give feedback to parents. At the end of the year the school gives awards to all stakeholders who deserve them.
School structure	ENROLMENT	NO IT IS NOT THE BIGGER THAT OTHER SCHOOLS ,Our challenge is accommodation. If we had more accommodation (classrooms) we would enrol more learners
Dealing with the media	Policy Communication channels Protocol	We do not answer to the media
Policy measures	Communication channels	No we do not have a policy ,it is time that the school have measures like universities that have a representative to handle the media or represent the school.
Communication with parents and educators	No set out policy accountability	Communication is ok, but these is a challenge of free movement of parents coming to school during school hours which disturb teaching and learning. Another challenge is that some educators don't read what is written in the notice book they just sign and at times not attend meetings .Others do sign and read the

		notice book but they don't attend.
Achievements	Success	Yes the school competes with other schools and they win trophies.
Time frame	Constant success	No they were won long time ago.
Rating the school	5 out of 10	I can rate the school 5 out of 10
Number of learners registered at the school	800 learners Constant registration number	Yes ever since I came it was 800 leaner's.
Transfers of teachers	No redeployment	No. there were no educators transferred to other schools.

CODED TRANSCRIPT: SCHOOL B		
Code	Reflective notes	Supporting statements
Good image	Good	The image of the school is very good
Reputation	Good reputation and commitment	Our reputation is very good as a person working in this school you always hear from other educators congratulating you in everything you are doing. They will also ask you to share with them. The thing that makes up reputation is commitment.
Procedures	Policies ,including stakeholders and transparency	There are policies here at school that include all stakeholders .When we develop these policies, we develop them in such a way that we include everybody. Everything is transparent and on top of the table.
Good leadership	Visionary leadership Good Knowledge of policies	We are fortunate to have visionary leaders who are known and who have knowledge of the policies of the department .Our former principal was also one of these leaders who want to see thighs happening here at school.
Good Knowledge of policies	Knowledge, confident, efficient	Each and every learning area besides the school policy has a policy and we know these policies. As the teachers we even know that when these policies. As the teachers we even know that when the learning Facilitator comes he or she will be asking for certain information regarding that particular learning area. At times we remind the Learning Facilitator that the policy state that we should do this and that. For instance, I remember one day the English Learning Facilitator said teachers at school are well conversant with policies. We are very good as far as policies are concerned.

Parents & Code of conduct for learners	Communication , good communication channels	The school has also a code of conduct for learners and parents know our communication channels. Everything is fine here at school.
Good Behaviour	Less behavioural problems from learners, no dangerous weapons, gangsterism, dagga smoking	Because we do not have incidences of gangsterism here at school. We do not have children that are smoking dagga in the toilets and our relationship with the parents is good. We have a code to show that they understand and they will always guard against learners who deviate from doing right things. Our learners know what is supported to be done when they are at school. We don't have bad cases of learners who carry dangerous weapons and learners who use vulgar language.
Lifelong learning	Emphasis on conduct, good values	We also ensure that what we teach our learners does not end here at school but that it has lifelong learning; they also carry our values and morals to their homes. The way they conduct themselves at school they must also do it at home.
Dealing with media	Consult with cops, social workers and a nurse. There are delegates who can deal with the situation	As far as the media is concerned, we can consult because we have a adopt a cop, social worker here at school and at the clinic we have a nurse who has adopted our school. We can consult relevant people who can deal with that situation.
Partnerships	Social worker-orphans, social grants, child abuse cases	A social worker assists those learners who are from child headed families and she helps those parents who do not look after their children. She also assists learners who need social grants and lastly she deals with child abuse cases.

		No, she has adopted the school. We only have a post for remedial educator who assists all learners who experience learning problems. She assessed different cases and contact relevant people for assistance. At the end of the tern she gives a report of how many leaner's were assisted and referred.
Partnerships	Parents helping with cleaning ,sports and the District Office providing skills	Parents help the school with cleaning. In the foundation phase parents clean everyday after school. They share and they know who is cleaning on Mondays, Tuesday ect. No we don't pay them; they are doing it for free, voluntarily. We only give them vegetables from our school garden. In addition parents who have soccer, netball volleyball skills they come on Wednesday to assist learners during sport activities. Even educators children who possess good sport skills come and assist our learners here at school. The district office is also assisting us.
Partnership	Community providing security	The community has something called "sense of ownership". They are jealous about our school. They feel that they are watch dogs of our school. Although we know that criminals and vandalism is all over, but it is not right .At times you hear them saying principal the lights were not on last night, that alone shows they really care.
Enrolment	School attract parents and learners	During registration time, every parent wants to register his or her child at this school. This school is beautiful, sir, it is nice to work in such a school. We are the best.

Teachers have knowledge	Knowledge, trust in teaching learners is priority	Most of our teachers have gathered a lot of information. We have learnt a lot .I wish I could go to other schools to go and share the knowledge with other educators and change the lives and minds of other educators.
Reputation	Upheld	Reputation of school is up held by everyone including factotum (cleaners). Educators and leaner's know that we put our trust on them.
Teaching priority	Teaching learners	Educators and leaner's know that we put our trust on them. Educators know that they must be in class teaching leaner's. Even in the kitchen everything is according to plan
Success	Positive change	I once read a book by John Maxwell where he talked about success. He says most people attach success to wealth, many cars or a lot of money but he says success is when you bring positive change to other person's lives then you have succeeded. I truly believe that if I can get to another school and change things around, I understand that I will have succeeded.
Achievements	Hard work, best performing	In this school we work sir , I am not just saying these things to buy your face. We are really matured at this school, in this school we win, we were once awarded a R 100 000 rand because of being the best performing school. We used this money to buy books for the library

		and the rest for renovating the laboratory.
Finances	Financial report given to stakeholders from time to time. Bank statement shown to stakeholders	Finances in this school are used according to policy. We issue out reports now and again. We use transparency in everything we do. When money has been deposited into the school's account, the principal call a meeting with the finance committee and the SGB members to give them a report regarding the money. The principal shows the bank statement to the members.
Good working relationship between the SMT and the educators	SMT-Listens, energetic, visionary, understands	The School management team of the school listens to the advice given by the staff members. The SMT supports staff members with everything. I really thank God for the kind of leadership we have in this school, they are energetic and have a vision. The school Management Team that listens and understands.
		School
Managing extra -curricular activities	Committees involved ,goal setting	In extra- curricular activities each committee set a standard. When we participate we don't just participate but we aim very high, our target is to reach provincial level. In most cases we do reach our

		objectives.
School surroundings and cleanliness	A priority, beautiful	It is not only the extra – mural activities, the surroundings of the school, we are aware that the school has to look beautiful. The surroundings must tell you stories about the kind of a school you are in. Every aspect makes a mark.
Class room management	Order, excellence	When you enter a classroom you see order and excellence. Teachers have been told that their classes are their offices and we are all managers at different levels.
Learners	Encouraged to work ,uniform means a lot	Learners are always encouraged to manage their school work. The learners in this school can be identified through their dress code. This shows the reputation involves a lot of aspects. The principal and every staff member know that when he is away he is always carrying our name. Learners also know that the school uniform means a lot and when they are seen by the community they will tell you that it is a child from our school.
Communication with parents Enhance parent teacher relationship	Letters written to parents inviting them for meetings. Process for parents to get feedback onlearner's progress and behaviour.	Communication is done through letters .We write letters to parents to inform them about parents meeting or any other matter and to come To school for their progress as well as their behaviour.

		This procedure is also helpful to maintain discipline.
Information to parents	Budget, activities	When it comes to extra – curricular activities parents are also informed about the budget and about the activities we are planning to undertake. Parents are also supporting our project.
Rating the school	7 out of 10, improvement needed – change in management.	I will rate it at 7 out of 10 because there are reasons we feel need some improvement and also considering change in management. Things are going back to normal and there is some improvement.
SGB elections	Smooth, attendance good, advocacy done, fundraise for refreshment.	Our SGB elections went on smoothly .Our parents attend in big numbers because they were informed about the elections. Advocacy was done correctly, parents were always reminded during parents meeting, sectional meetings and through letters about the date of the elections. Elections committee was established and thorough preparations were done for the elections. Fundraising was done and a tent was erected on the day of the elections. Refreshments were also organised for parents and everything went smoothly. Here at school we work together with educators, we do not just do things. We discuss things and get ideas from everybody. I am in the

Transparency	Good working relations	finance committee and I am also a member of the SGB. Our financial status is good because we hold meetings every month and issue We are able to continue with our work. In this school there is transparency, I am able to do HR work and the other educator can continue with finance if I am not there. We have been doing this work for five years now, and we do not encounter problems.
Security at school	Every teacher has keys to their classes and a register is kept for stock purposes. The SMT members have implemented full control measures at the school.	Each one of us have keys to our offices, there is no problem. Even the principal has keys to our office. There is a register that one has to sign when she /he enters the strong-room he he/she has to sign when he takes something and when he returns it.
Committee members	Are represented by the Chairperson when it come to entering the Strong-room	Committee members also sign when they take something from the strong-room. It is only the chairperson of a committee that is allowed to enter the strong-room and not everybody.
Protocol	Every going out communication letter needs to be approved by the Principal.	We are the clerks here, each and every letter or correspondence has to be given to the principal for approval, if he approves it is then that we type it, and then we take it back to the principal for his signature.
Good Reputation	Parents want their children to be enrolled in this school	Sir this school is well known in the whole of Sasolburg.

Well Established	due to the reputation of the teachers.	Parents like to bring their children to our school; this is due to the way our teachers are.
Teachers work very hard	Teachers start work early and end as late as 7h00 at night.	Teachers in this school work very hard sir, starting in the morning when they start with their classes until 16:00 When they knock off. Some of them even come at 7h00.
Sports Activities Training	On Wednesdays leaner's take part in various sporting activities. Takes place until late 1600	Every Wednesday learners play soccer, netball, kgathi, mabelo etc.Teachers play their role in training learners , they work until very late at 16h00.When our teams play with other schools they always win. This is due to the fact that teachers train them a lot.
Commitment	Teachers and non teaching staff come in early and as soon as they arrive they work.	Sir , I come to school at 6h00 every day , I have to open the gate for parents that are cooking for our learners and the teachers that come early. When I arrive at school, I usually find some teachers already waiting at the gate. Immediately when we enter, we clean the whole school until late when we knock off.
Security	Gates are constantly locked and no child walks out the gates without permission.	When the school is in we lock the gates. No child is allowed to go out; all of them are in classes when they are taught. You will never see teachers walking around; they are all in their classes.
Commitment	Hard Work	No sir, I have been doing this job for 20 years now. I started at Sasolburg High in town where I worked for 15 years. Then from that school, I came to this school. When I got here it was terrible, don't

		be fooled by what you see now, it is these hands that worked so hard for this school to look like this. The long hours that we work here, is the sacrifice we make. We are not paid for coming here as early as 6h00 sometimes; it is just sacrifice that the school remains an excellent school.
Rating of the school	The school is the best	I remember that our school, I think our school is the best in our area and furthermore the school is well known.

CODED TRANSCRIPT : SCHOOL C		
Code	Reflective notes	Supporting statements
Reputation	Good results Achievements	The reputation in this school is good because when we look at the history of the school, it is the first school in this township. Even when we check the results of the school in the past 6 to 7 years, it has the best results over all the other schools in this township. When we talk of teaching and the sports, last Saturday our boys under the age of 16 were competing at provincial level, they won and came back with a trophy. This is a good school when it comes to education and sports.
Sport Activities Matches	Sporting codes Discipline	We have soccer, netball, choir, and volley ball. We achieve more because we start early in the year with our programmes, we do this because we want to be ready during the competition time. Few days ago we our learners were playing table tennis, chess, and netball with a neighbouring school, our teams played very well. We are in the process of increasing participation among learners. We would like to see more learners participating. Our teams practice every Wednesday. There is only one thing that brings success to sporting activities and that is 'discipline, because without discipline it becomes very difficult to ensure that learners compete with others. We try to include young learners who are starting with us after their primary education. We know that they sometimes think they are old enough not to partake in the activities, they give us problems, but we help them to use the talent they were given by God. It is only discipline and practice that we are able to succeed. We do not discriminate

- Success Race	Good practice Non discrimination support	against girls we also support them.
Commitment	Dedicated educators Teaching during easter,winter and September holidays	In this school we have dedicated educators. Everyday in the afternoon we have classes for an hour. Teachers talk amongst each other regarding additional morning classes and afternoon classes. When schools are closed during the Easter holidays, in this school we continue with classes, even during the winter and September holidays we do not close, to try to enhance the performance of learners. This plan helps a lot because when there are problems that is if learners are not performing well in a certain subject, this is detected early and remedial work can be given to learners.

Parents involvement Discipline	Communication with letters school meetings Feedback on learner's performance.	We have learners who have discipline problems, they are given letters to their parents, but before a learner comes with his or her parent to school, he or she cannot come to school. Regarding performance we have meetings every term where parents and teachers talk about the performance of learners. There are also meetings with the School Governing Body where members are given report on the performance of learners in each term of the year.
Behavioural problems Limited Support	Discipline measures in place 50 % As the parents complain that they waist time coming to school instead of working.	It depends on the aspects I have mentioned earlier on, regarding the discipline of learners, we sometimes get support but sometimes we do not. This is because some parents are working and that is why they do not come to school when we need them. Parents that are working do not like to be called to school, they therefore become very angry with educators that call them, they complain that they waist time coming to school whilst they should be working. Regarding sectional meetings, parents support us, a lot, except those whose children are ill disciplined, they do not support us at all. Regarding all the parents we get support of about 50 per cent. We use correspondence and the community radio to communicate with parents, especially when we want them to come to school for a meeting. The problem is that we do not get a good attendance that we expect in these meetings.

Partnership	Community radio	
Involvement	Minimal support Limited role –playing	Parents do not play a very big role here at school, except when the teachers know of a certain parent that plays soccer in a team in the township, and he is good in that, then we invite him to school to help us with the training of our soccer players.
Achievement Latest success	Trophies Provincial level Finalist for the under 16 soccer	We got these trophies over years. A year does not end without us getting a trophy. As I said earlier on, we got these two trophies last Saturday. We got them from the provincial; we were the finalists for soccer under 16.
School Celebrations	Parents day(learners are given Awards)	At the end of each year we have what we call the parents day where learners who perform well in class receive awards and those that compete up to the provincial level.
Rating the school	8 out of 10	I can give the school 8 out of 10
Performance	Good academic performance Sports.	I say this based on the following aspects: academic performance and sport is where our learners are excelling. Our pass rate is good and the way our sporting codes are schools struggle to beat us.
School Governing Body Policy review	Support us in the implementation of school rules and policies. Appointment of staff	This is the committee that support us regarding school rules and policies. Every committee starts by evaluating policies that are existing before it starts with its work, then it makes changes where necessary. The SGB also helps us with making sure that

		educators are appointment. We had a teacher that was ill for some time, the Department could not give us a substitute but the SGB helped out by hiring a temporary educator in an SGB post. The chairperson of the SGB is a person who knows what he is doing, even when he explains the processes to parents, he talk like a professional.
SGB Elections	Attendance was a success	Sir, here in this school, the attendance of parents in the first meeting was poor, then the meeting was postponed for another date. The following meeting was successful in that the elections were done.
Experience Parents involvement	10 years involvement in the SGB election Fear of responsibility	This is the 10th year that I am working in this school. Parents are afraid to be elected in the school governing body. They want other people to be elected and not them, immediately after the SGB elections they attend well in meetings. I think they are afraid to take responsibility.
Finance	Finance committee Appropriate experience Procedure spending	We have a finance committee that is made up of the principal, parents in the SGB, educators that have accounting to help parents and to explain to them how money is spent in the school.
Dealing with Media	Referring the matter to the Department Of Education	We have never been in such a situation before, but here at school we do not have the expertise to talk to the media, I do not know if the principal has a right to talk to the media maybe he has to refer them to the Department of Education. We had a problem of learners who were fainting in this school; people were blaming Satanism for this. During this time parents where flocking to the school, we told them what was happening. With

Keeping the community at bay	Using the community radio	parents that were working the principal had to talk to them over the community radio, he explained to them what the school was experiencing so as to satisfy them.
Working relationship Teachers negligence Implementing the code of conduct	Problems when it comes to completing leave forms Leave without pay	There are problems here at school, especially when we talk about the leave for teachers. There are times when the teachers take days after the leave before they fill in their leave forms, this is against the policy on leave. Teachers are supposed to fill in their leave forms a day after they are back from their leave. When a clerk goes to the teacher to make him or her aware that she or he has not received the leave form, teachers usually respond by saying that they do not report to clerks, but she can talk to the HOD about it. We ended up saying that teachers have to submit their leave forms to their HODs and the HOD has to submit the leave form to the principal who will give it to the clerk. We once made a resolution that educators should be given a leave without pay especially those who deny filling in their leave forms and those whose reasons for leave are not clear or without proof. To deal with this problem we were helped out by the HODs.
Reputation	Most respected school Good enrolment Excellent results	Sir, as an HOD in this school, this school is one of the oldest in this area. The school is one of the

Threats of riots	Supporting community	most respected schools in Zamdela.The parents and community members in Zamdela.The respect the school a lot..Parents like enrolling their learners in this school. The reason why parents like to enrol their children here is because the school gets excellent results at the end of each year, the second point is that teachers here work very hard. In mathematics and science learners are doing very well. There have been bad times though, there was a bad spirit, there was something about burning the school down. The support of the parents and the community members was excellent. They assisted us with fixing the areas of the school that were damaged; things went back to normal.
Success	Cooperation Team work	The big secrete sir, is that there is not even one teacher that works alone. We work as a team. We assist each other, you will find that the teacher for accounting that teaches grade 12 is assisted by teachers that are teaching the same subject in grades 8 to 11. The ultimate goal is for learners to pass at the end of the year. Teachers work together, teachers teaching in grade 12 do not see themselves better or look down on teachers teaching in grades 8, 9 and 10. We work together, we assist each other. Another thing is that during holidays we do not close, we make sure that the extra time during holidays is used effectively.

Dedication	On Saturdays we focus on maths and Science.	On Saturdays we focus on maths and science. Learners attend extra classes on Saturdays. We usually request for help from people who know Maths and Science to come and assist us so that learners can do well in these subjects.
Support	Department meetings	As a member of the SMT, I try by all means to assist a teacher who has a problem. I assist teachers

Development	Good Relationships	with their preparation of lessons. I hold meetings for my department for a teacher that has a problem with presentation of lessons in his or her class. In these meetings all of us assist the teacher; this is a way of developing the teacher. An HOD has to have a good relationship with teacher, it is not that just because I am an HOD I know everything, no, we have to assist each other.
Achievements	Trophies Sport codes competitions	These trophies were received over years. We have a soccer team which is the main sport; we also have netball and jummajorrettes. We also have a choir, every year the school wins a trophy or two. This year we attended choir competitions we got a trophy. They proceeded to the provincial level where they also got a trophy
success	Commitment Sacrifice responsibility	The most important thing sir is teachers' commitment and sacrifice that teachers make. When it is the teacher's responsibility to train learners on a certain sport he or she makes a sacrifice so that learners can gain skills and knowledge of the sport, and learners motive that educators do their work whole heartedly and with commitment. This encourages learners to work very hard.
Celebrations	Awards Introduction of learner who performed well	Regarding learners who do well in sport, the school makes a celebration, on this day they get awards, and those who performed well academically they are introduced to other learners in the assembly. Later that day there will be celebrations of the awards; all educators are also included in these celebrations.
Communication	Letter invitations to parents Report on performance academics and sports	Parents receive letters from the school. These invitations are sent to parents through learners. We meet with parents to explain the

		performance of their children here at school. The report is usually about academic performance as well as sporting activities. We also discuss problems that educators encounter with learners
Parents meeting	50% attendance Feedback is given on the learners performance or sporting activity.	Parents do attend meetings, but it is only 50% of them that attend because others are working outside Sasolburg, they work in the Gauteng province.. Those who work in Sasolburg try to attend meetings when they knock off at 17h00. Parents who work outside Sasolburg are encouraged to avail themselves when they are not working, where they are given feedback on learners' performance or sporting activities.
Parents Support	Interest Support Assist with behavioural problems.	Parents come to school to support teachers when we have invited them, and when there are problems here at school they do come, this is an indication that parents have interest in the school. When they hear that there are learners that are Misbehaving they come, even if they are not theirs, because they do not like their children to learn to misbehaviour from those that have behavioural problems.
SGB Support	Fundraising Renovations at school	The school governing body is composed of parents who are committed to support the school. I can quote a few things that I have seen the school governing body do. Many times when go out on an excursion with grade 12 learners the school governing body will fundraise to support those learners who will be attending educational camps, the aim of fundraising is actually to assist parents so that they do not pay much for the learners that attend educational camps. . We also notice how the school governing body and the parents

Satanism	Partnership with pastors	do their level best to deal with the spirit of Satanism.' They invite pastors and prayerful members of the community to come and pray for learners and teachers. During holidays the school governing body as well as parents come to school to paint and to clean classrooms
School finances	Finance committee manages the school funds.	The school funds are managed by the principal, the school governing body and the finance committee. Here at school as teachers we are allocated budget for each department. This budget helps the departments to spend money according to the budgets. We are also given a report on how money has been spent, and where there are shortages we are also informed.
School Budget	Financial Committee responsibilities	The school governing body and the financial committee are responsible for drawing up the budget. The budget is drawn according to the needs of the department that is the departments first submit their needs to the finance committee.
Media	The Guidance committee attend to Social Problems uncounted by learners at the school.	In this school sir, we have a guidance committee which helps learners from child headed households, and children who experience problems but are afraid to tell their educators. We identify these learners and refer them to the lady who assists such learners, so that they can be free to talk about their problems
Media Policy	No policy The principal handles such cases.	No sir we do not have such a policy in this school, we refer such cases to the principal.
School rating	School rated at 9 out of 10 Maybe after some time things will be better.	Another reason is that it is not long that a new school governing body, things are not back to normal yet. Maybe after some time things will be better, the SGB will hire people

		who will assist the caretaker here.
Cleanliness Need for man power	The school is clean The school is too big to be maintained by one person.	I am not satisfied with this school these days because of not being clean, the school is filthy. The school is not the same as before as I know it. The school needs to be cleaned, if you look all around it is not nice. There is only one person working here and the school is very big. Another reason is that it is not long that a new school governing body, things are not back to norm
Performance	Effective teaching Good performance	There is effective teaching in this school, this school is performing well. Learners in this school are developing academically. One of my children attends school here, she is doing grade 12 at the moment, after completing she will proceed to higher institutions in the Gauteng province. She is doing Mathematics and Physical Sciences. It is her last year here.
Reputation Success	Good history Good performance in academics and in sports	I am not a person who moves around and another thing as I said this is the last year for my child here. I no longer attend meetings that much, but this school is beautiful sir. In sporting activities and the school choir the school are doing very well. Regarding Misbehaviour of learners, I think they are just the same as others. Because of a good support, a big hall was built for the school. I have been working in this school for the past twenty years I know its history. There are a lot of people who attended in this school here in Zamdela, some of these people are men and women that are respected. This is the first secondary school that has served the community for years and

	Good behaviour experience	people here gave it a name "NkgonoPuleng" meaning ability even in bad times. Some of the teachers that are working here were also attending in this school, some of them are working in other schools.
Good performance	Good results in grade 12 (95.6%)	Teachers and learners in this school work very hard to achieve the good results that we get every year. Last year the grade 12 results were very good we got 95.6%. We got these results because of the fact that teachers in this school are hard working and the children also put in effort. Even in the lower grades such as grade 8 and 9 we work very hard because learners in these classes are still young, we still push them to do their work. Learners in grade 12 are better than those in the lower grades as they are older and some are responsible for their work. We are very close to getting 100% in our grade 12 results.
Commitment Dedication	Hard Work Goal oriented	I see teachers very committed in their work, so that they can achieve their goals, they work very hard in their work
Good Education	Doing research SMT Support Motivation	We show them the importance of education when we give them assignments such as when they do research. When they have research they talk about the reuslts in class. This helps them to work on their own without being push behind to work. This helps them learn more. In this school we have a School Management Team, that is the support we have that is given to teachers. The SMT plays a major role in this school. They keep on motivating teachers to work very hard. When teachers are faced with challenges

		the SMT helps a lot. We sit together and discuss the work that has to be done for the term and when we encounter problems we consult our HODs and that is where we get supported.
Parents meeting	Support Physical Assistance	We call parents to a parents' meeting whenever we need them. At the end of each term we call parents of each grade - grade 8, 9, 10 ,11and 12, each parent checking books of his or her child in each learning area. Each tearcher explains to each parent how his or her child has performed, where the child has done well, where he or she is not performing well and what the child needs to improve on. In sports they only assist us when we have requested them to do so. Sometimes when there are schools that visit us, to come and play with our teams, parents come to assist us.
SGB Role	The SGB assist the school in School finances Employment of teachers The School equipment repairs	The school governing body ensures that everything goes accordingly here at school, how finances are handled, the employment of educators and fixing the building and the windows, they do their work.
Achievements	Trophies for sport.E.g Soccer	Our learners like to play soccer, and they know how to play the sport. They also like choral music a lot.
Motivation	Celebration Encouragement	To motivate learners so that they can work harder, all those who won are called out during the assembly, then learners and educators will be told how the learners won. If there is money the principal organises a party for them to thank them and also to motivate them to continue with the good work
Thanksgiving	Certificates	Parents are called when learners

	Encouragement	are given certificates, so that they can come to motivate their children. This is done towards the end of the year.
Community involvement	Donations	The community members help only with the donations during the time when the school is raising funds
Dealing with media Press Release	Parent consent is sought Briefing to the staff was done.	I think parents have a right to give consent in order for the school to talk about the incident here at school. Parents are the ones who can talk to the journalists about such things. We once had a situation like that, it was about bad spirit, Satanism. Learners would faint and others were talking about learners who passed on as if they see them. Most learners who were scared ran away from school to their homes, we had to be told about what was happening, so that they do not blow this out of proportion. This is the best now in this area.

CODED TRANSCRIPT: SCHOOL D	
CODE	SUPPORTING STATEMENTS
1.Good image	In responding to your question I wish to start by the behaviour of our learners. Our learners are very committed to their work, their behaviour is good. We also don't experience big problems as far as their behaviour is concerned .They attending classes in big numbers and the rate of absenteeism is very low. They stay at school from 8 in the morning until 3 in the afternoon. A good thing that keeps learners is the national school nutrition programme. Food is cooked here at school and every learner is enjoying a hot meal everyday at 10am in the morning. Since 2001 I was the chairperson of disciplinary committee and I have learnt that most of learners did not stay until school is out at 3 because they were hungry .Some of them don't have parents they are orphans. They stay with their sisters or brothers, so they lacked parental care. Some of the learners have only 1 parent who is unemployed. We also discovered that most of the learners who misbehaved were those learners who did not have parents. We also discovered that they are the ones who needed some help.(16)

2. Reputation	In our school we had a problem because it was a new school and we were using a building in town. This resulted in our learners not being satisfied with the building because it was very old and one day they met and demanded that the Department Of Education must provide them with their own school within a township because they walked a long distance from the location to town. Most of the learners were unable to pay for transport this resulted in them toy -toyed and joined gangsters to help them fight for their rights.(13) Later on when they got their building in the township, they kept on joining gangsters and their behaviour was not acceptable and nobody gave us a chance because our school was labelled as the worst school because of the stigma and you know that schools are measured buy their performance in grade 12. What was surprising was that they managed to do well in their first examination and they got about 70% pass rate .As a school we never got less than 55% in the examinations.(13) When I started teaching in this school we were utilizing a building in Sasolburg town. The school was far from the location and leaner's used to walk to school because they could not afford to pay taxis or buses to transport them to school. This posed a very serious challenge to our leaner's.(14) Some of our leaners could not arrive on time and others could not reach their destination. Some of the leaner's met with friends on the way to school and started smoking dagga and others went to town to do shoplifting. When

	we were busy teaching we would see police coming to school to report that some of our leaner's were arrested for shoplifting and in possession of dagga. Police were always complaining about the behaviour of our leaners. When we call meetings for parents very few parents attended those meetings because of the distance they were supposed to walk. Others were afraid of attending those meetings because of the rumours which were spread saying our learners are very dangerous. They carry knives, smoke dagga act. That was the sad part of our school.(14) After some few years the Department of Education announced that we were going to utilize our own building in the location. We were very happy to lean that because we thought our leaner's would attend school because there was no need for them to walk long distances.(14) The challenge we faced /experienced was that parents and the community were scared of our leaner's saying that they are in the location thus, it was going to be worse. They were scared of them saying that some of them were thugs. After some few years the situation improved and the attendance of leaner's improved and parents started attending meetings after they discovered that our leaner's were not that bad. We called parents to assist us to maintain discipline of our learners and parents were on our side. Gates were locked and leaners were not allowed to move up and down during tuition time. When leaner's misbehave we called parents to assist us .Even today our leaner's are behaving well , we don't have a serious problem as far as

	discipline is concerned(14) I arrived here at this school in 2010.Our educators are working well and they are committed. They are working together, very hard and there is a lot of team work(15) Our school is not that bad. Parents like our school and they like to register their leaners to this school. Our leaner's are also like other children they are not that bad.(15) .
3.Support	Yes the SGB support the school.(13) They support the school in terms of organising e.g. if we need a parents meeting they make sure that the majority of parents attend. When coming to teacher appointment they excel because they look for a teacher who deserve to be appointed. Unlike other SGB members from other schools they are controlled by a remote from the district. They don't know how much power do they have and they have the prerogative to do the right things. Our SGB make sure that the people who are appointed here deserve. Our SGB also know that the educators who are appointed here know their work and are capable educators. Even at the district office they know me that I am in charge of geography and English in grade 12 and that my learners obtained very good marks in English. Some of the SGB members are the parents of these learners and they make sure that these learners get the best education. The SGB also plays a vital

	role in disciplining learners who misbehave. When a child does not wear a school uniform after we have talked to him or her, we invite the SGB to Intervene and attend to that case. They will even go to an extent of going to the learner's home and talk to the learner's parents. If the parents cannot afford to buy school uniform, the SGB will fundraise and buy school uniform for that learner (13). The SBG of the school is very positive, they are on our side and they do a lot of work to support us. When we experience some problems of leaner's who misbehave, they intervene and reprimand those leaner's .Every parent or member in the SGB has an important role to play.(14) Our SMT is very good and they are working very hard. They guide and assist us in many things. They also encourage team work all the time. The SMT supervise our work and give guidance where necessary. They really assist us(14) Yes, they do assist us more especially when educators experience behavioural problems of leaner's they really come and assist us. We write a letter indicating the school's name, address, educators name, the name of leaner who is misbehaving and the type of offence. In return a parent will come to school to address the problem. Parents also assist the school in many ways. There was an SGB chairperson who was very strict when coming to discipline. Leaner's were very scared of him because they knew he was very strict.(15) That is our sponsor which funded the erection of the tennis court. The school received money from Lotto to erect the fields

	and to buy sports attire for our learners. For soccer players we don't have fields our leaner's use the local soccer fields.(15) Parents assist us in many ways. If a leaner misbehaves we immediately invite parents to assist us and parents do not hesitate they provide help he and there. When we have school activities the parents assist us A lot.(16) attendance was very good. Parents came in numbers and this shows that our parents support this school. They go all out when they are invited to attend meetings.(13)
4.Managing extra curricular	Our school performs well in extra - curricular activities. Our acting principal is one person who is actively involved in sports and she assists in coaching learners. We also invite parents to assist us with the skills they have. We also teach our learners to take sports very serious because some of them are talented. We also teach them that sports assist learners to stay alert and it improves their mental capacity.(16) We have different sporting codes such as athletics, netball and soccer. Our leaners do take part in sports. We also have a sports ground to accommodate these leaner's although they are not standardised.(15)
5.Achievements	In sports we did well, we also had learners who took part in competitions and represented the school in language competitions. we also had learners who went overseas and performed well in Arts and

	Culture, for volley ball we got up to provincial level we did very well sir. We were given a university status by the Deputy Minister of Education. He also came to visit our school to congratulate the school for 100% pass in Maths and the following year for grade 12 Geography. I teach English and my students got 100% pass in grade 12.thee are also other educators who did well in their subjects, our school is the best although the stigma is still there .(13) We have received some sponsors .This part of rope skipping is managed by the principal himself. This has motivated educators to work very hard because she has set the standard (14). In 2010 we achieved above 70% in grade 12. In 2011 we obtained 60% in matric results (16).
6.Communication	Sir we communicate through our SGB representatives. They call parents meeting and they do address them. Sometimes we ask the SGB reps to talk to learners about good behaviour. We also invite parents to come and check the work of their learners.

	We also ask parents to assist in sports and in athletics. Those who are coaches of soccer and netball they come and help us.(13) In terms of discipline we write letters to parents because we don't use corporal punishment or abusive language. After we have called the parents we also make follow up to see whether the learner's behaviour has improved or not. Furthermore I show much care about him or her by calling him or her and ask if he or she does cope with his school work and I offer my assistance where he or she experiences some difficulties. The child becomes relaxed and appreciates what I am doing. He or she notices that I only want and wish him or her, the best in life. I have also visited those learners who have social problems to their homes and encourage them to do their best.(13) I also assist those learners who passed grade 12 by showing them how to apply for a job and how to behave in an interview.(13) We hold parents meetings here at school although at times we don't attend such meeting we type letters and send them to parents inviting them for parents meetings.(15)
7.Transperancy	
8.Good working relationship	We work together as teachers .I do not hesitate to ask a teacher to assist me with a certain aspect of a leaning area if I know that , that a teacher is good at that aspect, there is a good team work and that is why we succeed and our leaner's are achieving good work.(14) Aah! It's a challenge/it's difficult since I am

	new and acting one thing I have realised is that they (teachers) think about always being attacked. They always feel threatened by their supervisors (HOD's). Even if you want to develop them they will still feel unsecured.(13) If you invite them to the meeting they will not attend deliberately. What I do is that I go to them individually and give them feedback of the meeting they did not attend deliberately and don't ask them why they did not attend.(14) I've also realised that if the work is not done they sometimes want to see the response. When you ask them to submit their files the will delay and will just give me the file as it is. You evaluate and write the report, if there's some information which is missing in the file, I will just make copies and put them in the file. Instead of attacking the educator you assist him or her and show the importance of having a file updated. This has helped me a lot because there was an educator whose file was not up to scratch and after assisting that educator he became the best educator. People should be treated like people and not like animals. Our role as SMT members is to support and help educators.(13) Our educators are also very committed, although there are only few who still need to be motivated .Teachers regard the grade 9 learners as matric class. They start preparing them for the final matric exam. This had instilled some confidence to our learners and is highly motivated.(16) Our teachers work as a team and leaner's had learnt that there is a collective among our teachers. We also make use of periodic

	time table where educators and class reps sign these registers. If the educator did not arrive in time or did not honour his or her period, he must account. We also have monitoring and control tools, a plan for the whole year indicating that work will be controlled on certain dates. The SMT meets every week to check progress in such meetings we look at a number of things such as loopholes, outstanding issues and try to address them.(16) We are working harmoniously with educators. Although these are some challenges but as far as leave management. At times teachers are reluctant to complete leave forms and that makes us not happy and at times our relations become sour.(15) At school we have HOD's who are supposed to do SAMS but because of a high volume of work we do assist them by entering marks and other programmes in SAMS(15)
9.Dealing with the media	Our gates are always locked and the security is there to keep order. Media cannot enter the school premises without the permission. Before a person can enter the premises he must first get permission even our learners cannot leave the school premises without permission. A learner must produce evidence or must be in a possession of a letter stating that he/she must be allowed to leave the school premises. People who are allowed to enter our premises are police officers.(14) Our security personnel or factotum plays a very important role in our school. They know that they must protect our educators and our

	learner's. We always treat them with respect even if we have functions at school they know that we need their security and involvement.(14) Our security is very tight. Those people who work outside they check and control the entrance of every person. Before they could enter the school premises they must first get permission from the principal .(15) We do have a school policy, but it does not cater for such incidents (15). At school we have a safety committee .We treat cases which are at our level but those which are serious we refer them. We are presently improving our policies to be compliant. We involve structures or stakeholders such as health department, social development, safety and security department, so that they can advice us to keep our policies compliant .The construction of the road next to our school is busy and a number of accidents to our leaner's had occurred. We contacted the Dept Of Traffic to assist us, when the construction is completed we are going to have humps, so that the speed is reduced to protect our leaners. (16) As far as the media is concerned we have experienced a problem before where the media alleged that one of our leaners was raped and the Principal as well as the Deputy did not report the case. Another problem we

	are experiencing is the cell phones. Learners bring cell phones to school and they disturb or distract effective teaching. They take photos of educators and later these photos appear in websites like face book. We have requested parents to assist us not to allow their leaner's to carry cell phones to school. Some of these learners are naughty and full of anger. When a teacher reprimands him or her it is almost ready to fight and some of our teachers are short tempered they find themselves exchanging blows with learners. When this happens leaner's begin to take photos using their cell phones.(16)
10.Security at school	
11.School funds	I am not working in the finance department. There is a clerk which is responsible for finance .IU don't know much about finances. I am in charge of human resource department.(15) I am not working in the finance department. There is a clerk which is responsible for finance .IU don't know much about finances. I am in charge of human resource department.(15)
12.Involvement	Our leaner's take part in different codes i.e. soccer, netball, athletics. They practice every Wednesday and they perform well. We currently have leaner's who will be going to Canada for rope skipping(14)

	We have received some sponsors .This part of rope skipping is managed by the principal himself. This has motivated educators to work very hard because she has set the standard.(14) We have received some sponsors .This part of rope skipping is managed by the principal himself. This has motivated educators to work very hard because she has set the standard.
13.Partnership	These leaner's are vulnerable they need help from in different ways. They need help from health departments, social department as well as social security department .A s the chairperson of disciplinary committee I contacted the nursing sister from the local clinic and adopted her for our school. She was going to assist us with learners who experience health problem .All learners who experience those challenges will be referred to her. We also adopted a social worker who will be responsible for all learners who experience serious behavioural problems. The police officer was also adopted to assist with learners who experienced serious misbehaviour such as theft, doing drugs ect.In such cases an adopted cop will be invited to talk to such learners, showing the danger and the disadvantages of those wrong deeds. By involving the above- mentioned stakeholders the behaviour of our leaner's improved a lot. This has taught us to look deep into the root cause of the problems.(16) The community is assisting us by providing school uniform to needy learners.(16)

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16 April 2012

Dear Dr SJ Kwatubana

ETHIC CLEARANCE APPROVED

This letter serves to indicate that your ethics application was approved by the VTC Ethics Sub-Committee for Social and Behavioural Science (Humanities):

Faculty application number:	FH-SB-2012-0013
Project leader:	Dr SJ Kwatubana
Applicant:	J Tshabangu
Project title:	Perceptions of stakeholders on how schools in the Fezile Dabi district manage reputation.
Meeting date:	20 March 2012

The VTC Ethics Sub-Committee for Social and Behavioural Sciences wishes you well with your project.

Yours sincerely

Susan Coetzee Van Rooy
Chair: VTC Ethics Sub-Committee: Social and Behavioural Sciences