



Wellington Preparatory School

P.O. Box 991, Wellington, 7654
E-mail: wellingtonprep@telkomsa.net
Telephone: 021 864 3369 Fax: 0865166671

CONSTITUTION

1. Constitution: Wellington Preparatory School

- Wellington Preparatory School will be a pre-primary and primary, co-educational facility that educates children in the English medium.
- Emphasis will be placed on high academic standards coupled with education and instilling an awareness of our natural environment and resources. A practical, hands-on method of teaching is fostered.
- We endeavour to make the facility affordable whilst maintaining small classes of a maximum of 20 pupils. This enables each child to have quality time with their teacher and receive focused, stimulating and exciting education as an individual whilst functioning in a group. Each child needs to be made aware of his / her individual importance and his / her relationship to the world.
- We further commit to procure sponsorship to allow previously disadvantaged learners the opportunity to receive a good education at our school. Our aim is to have at least 20% of our learners at any given time receiving full or partial sponsorship.
- Wellington Preparatory is nestled within the hub of the Paarl / Wellington communities, which will by design, bring together a rich, vibrant and diverse pupil base thus ensuring a contextually balanced social environment within which our children may be educated.
- The rural setting and surrounding farming life offered by Diemersfontein will offer the ideal educational platform exposing the children to a holistic and balanced approach to life.
- At Wellington Preparatory School the child and his / her education remain the centre of all activities. These vital attributes will remain with the school so that, no matter how it develops, they will characterise the excellence to which it will always aspire.

Mission

- We recognise that the children of today represent the future of mankind. We therefore set out to create a school where the child's development is at the centre of all activities.
- To develop a caring and considerate environment in which pupils are nurtured and develop academically to their maximum latent potential.
- To attract pupils from the broader demographic and cultural spectrum, ensuring that all children are educated together in a balanced and integrated environment. We strive to have a good racial and cultural balance that reflects the demographics of the Wellington area and surrounds.

- A balanced way of teaching is fostered in which academic, artistic and physical education subjects are taught in a manner that encourages integration between social and emotional development.
- We strive to develop an excellent relationship between pupils, teachers, parents and the community, maintaining freedom of discussion and a healthy respect for opposing points of view. We encourage individual opinions whilst learning to take responsibility for our actions.
- Generosity and humility are to be appreciated and shared by all members of the school. We consider politeness, courtesy, honesty and integrity to be core values, incorporated in every school activity.
- To develop life skills through practical hands-on and `real-life` experiences.

Educational Principles

- English medium, affordable, with experienced teachers who are eager to embrace a broad/lateral manner of tuition.
- Small classes of 18 to 20 pupils, where each child has quality time with their teacher, receiving a focused, stimulating and exciting education.
- An institution offering co-education within a balanced equity profile, preparing and enabling pupils to fully integrate and interact with the broad spectrum of cultural diversity in today's world.
- Nurturing of qualities such as honesty, loyalty, integrity, tolerance, leadership, respect, tenacity and self-confidence.
- A broader education designed to not only expose the children to life skills, but engender independence with the capabilities of lateral thought.
- Pupils are to be educated in the classrooms and the outdoors in a balanced fashion.
- Instil and engrain an appreciative awareness of the sensitive ecology.

Membership

Membership of the private school shall be open to all parents and guardians of children enrolled at the school. Other members may be co-opted by the discretion of the Management Committee. The Management Committee may make a distinction between ex officio and full membership with regards co-opted members. Only members whose fees are not in arrears may vote at meetings.

2. The Council

2.1 Power

Save the powers reserved to the Principal, the Council shall control and be responsible for the policy, finances and general administration of the School.

2.2 Composition; quorum; appointment; rotation

2.2.1 The Council shall consist of no more than nine members including the ex-officio members.

2.2.2 A Quorum of the Council shall be half the number of members of the Council.

2.2.3 Appointment of members of Council.

The Council shall be composed as follows:

2.2.3.1 The Principal

2.2.3.2 Two persons elected for a one year term by the parents

2.2.3.3 At least two founder members whilst their children are still at the school.

2.2.3.4 The farm owner or his appointed representative.

2.2.4 Re-election; Retirement; Rotation and Vacancies

2.2.4.1 Persons elected as Members of the council shall cease to be members at the expiry of their term; but shall be eligible for re-election.

2.2.4.2 Members of The Council shall cease to be Members if they no longer hold the office which qualified them for membership or if they are no longer qualified in terms of 2.2.3.2, or if they no longer enjoy the confidence of the body which elected them as representative on The Council.

2.2.4.3 The Chairman and Deputy Chairman and any Member who holds office as Chairman of any sub-committee of the Council or as the representative on another body shall not be eligible for re-election in the same office after serving in that office for a consecutive period of six years, unless a period of two years shall have elapsed since he or she last occupied that office.

2.2.5 Proceedings

2.2.5.1 The Council shall elect in January of each year a Chairman and Deputy Chairman to hold office for the year. The Chairman shall enjoy a casting as well as a deliberative vote as a Member of the Council.

2.2.5.2 The Council shall appoint an Executive Committee to exercise such powers as may be delegated to it by the Council, but the decisions thereof shall require ratification by the Council.

2.2.5.3 The Council may appoint such sub-committee as it deems fit to carry out certain of its functions, such sub-committees having the power to co-opt persons who are not members of the Council, subject to the condition that each such sub-committee shall be obliged to report to the Council regularly and the decisions thereof shall require the ratification of the Council.

2.2.5.4 The Council shall appoint a Secretary and such other officers as it may deem necessary for the exercise of its functions and shall be entitled to dismiss such persons.

2.2.5.5 The Council may adopt such Practice and Rules from time to time as it may deem fit, including rules relating to the confidentiality of certain of its proceedings pertaining to matters of a sensitive nature which shall be observed by all the Council members.

2.3 Liability of members of the Council

Subject to the provisions of any relevant statute, every Member, Secretary or other office of servant of the Management Committee shall be indemnified by the Management Committee in respect of all acts done in good faith on its behalf, and it shall be the duty of the Members, out of the funds of the Management Committee to pay all costs, losses and expenses which any such officer or servant may have incurred or become liable for by reason of any contract entered into, or act or deed done by him in his capacity as and officer or servant or in the discharge of his duties.

Subject to the provisions of any relevant statute, no Member or other officer of the Management Committee shall be liable for the acts, receipts, neglects or defaults of any other Member or Officer, or for joining in any receipt or other act for conformity or for any loss or expense happening to the Management Committee though the insufficiency or deficiency of title to any property acquired by order of the Members, or on behalf of the Management Committee, or for the insufficiency or deficiency of any security in or upon which any of the

monies of the Management Committee shall be invested or for any loss or damage arising from bankruptcy, insolvency or tortuous act of any person with whom any monies, securities or effects shall be deposited or for any loss or damage occasioned by any other loss, damage or misfortune whatever which shall happen in the execution of the duties of his office or in relation thereto unless the same happen through his / her own dishonesty.

3. The Principal

- 3.1 The Principal shall be appointed by the Council.
- 3.2 The Principal shall be responsible for all matters pertaining to education and discipline and also for ensuring that the School is run efficiently with the assistance of the teaching and other staff.
- 3.3 After having informed the Chairman of the council, the Principal shall have the Right to request any parent to remove his or her child from the School.
- 3.4 The Principal shall be entitled to appoint all members of staff at salaries determined by the Council and shall, after having informed the Chairman of the Council, have the right to dismiss any member of the staff subject to the right to appeal to the Chairman of the Council.

4. Property

- 4.1 All the immovable property of the School shall be registered in the name of the Council and shall be held by them in trust for the School. No such property may be sold or mortgaged without the prior consent of the Council.
- 4.2 The Council shall be responsible for the upkeep, repair and maintenance of all buildings and shall ensure that they are insured against risk of damage and destructions, pending the acquisition of a subsidy by the Department of Education.
- 4.3 The Council shall have the right to acquire, dispose of, erect, demolish, control use or in any manner deal with all property funds subject to the provisions in 4.1.

5. Amendment of the Constitution

No amendment of this Constitution shall be valid without the prior approval of the Council.

Accepted as the Constitution of Wellington Preparatory School at the inaugural meeting held 29 October 2003.

Chairperson

Date

Witness

Witness

