



Hoërskool Marais Viljoen

Marais Viljoen High School



P/Sak/Bag X011, Alberton, 1450
h/v/c/o Bodmin & Cradock St, Alberante, 1449

(T): 011 907 9013/4

info@maraisviljoen.co.za

25 May 2022

CIRCULAR 4 (2022)

Dear Parent / Guardian

1. SCHOOL FEES

Thank you very much to all our parents/guardians who faithfully pay their school fees. We make an urgent request to parents/guardians whose fees are outstanding to settle their debt. For any enquiries about school fees please contact the finance office at finance@maraisviljoen.co.za.

2. CONTROLLED ASSESSMENTS (EXAMS)

The controlled assessments will begin on Monday, 30 May 2022. Learners have received the timetable as well as their demarcations. The timetable is available on D6 as well as Facebook.

Grade 8 and 9 learners must be at school every day from **07:30 to 13:00**.

If you have already handed in an exam letter, learners may then stay home and study on the days they are not writing exams.

Grade 10 to 12 learners will come and write exams only in the scheduled time.

Please take note of the rules which will be applied daily during the time of assessment.

- Inspection will be done during every session.
- Tracksuit tops are not permitted. No other warm jackets are permitted. Only a Marais Viljoen scarf may be worn with winter uniform. There are many MV jerseys available in the clothing bank which may be worn under the school blazer.
- Dishonesty (notes/cell phones) during the exam will be punished with a nil mark for the question paper.
- The cell phone rules will be applied during the exams. A learner's cell phone or earphones will be confiscated for three weeks if they are visible in the classroom.
- Learners are not allowed to walk around during sessions.
- Junior learners must therefore go to the bathroom before school, during break or after school.
- Senior learners must go to the bathroom before their sessions.
- Departmental matric exam rules require that no learner may leave the venue during the first or last hour of a question paper. We aim to get our learners used to this for the future.
- Junior learners will write during the last part of a session, which will be determined by the duration of the question paper.
- Senior learners who arrive late for an exam, will have to wait outside the venue until the exam begins and will therefore forfeit their reading time.
- Provision will be made for a study classroom with invigilation (7:30 – 13:00) for learners who cannot study at home. Parents of such learners must communicate this arrangement via email. Should the situation change during the exams, the parent must notify the school via email again.

- Senior learners that write two exams on a day, may relax at the tuck shop or study in room 25. Senior learners are not allowed in the building before their sessions, and must not make noise and bother other exam rooms.

Please note that the sport practices and matches will still take place during the exams. Some fixtures are not within our control. Coaches will do their best to prioritize the academics during the exams. We plead with the players to attend the practices and the matches. Good planning and time management make it possible for the learners to do both academics and sports. Fresh air and exercise are part of good study habits. Thank you for your support in this regard.

3. HOCKEY: ASTRO FIELD

An Astro field has been on our wish list for many years. The cost of an Astro is between R10-14 million. Current fundraiser projects are already allocated to the budget so as to keep school fees as low as possible. Thus, other creative ideas are necessary to fund this project. An enthusiastic committee will be the answer to investigate all possibilities, obtain sponsors and drive this project to realise this long-awaited dream.

We invite you to send an email to martieh@maraisviljoen.co.za should you want to serve on this committee, be a sponsor, invest your time, knowledge, contacts or just offer suggestions in this regard. We are looking forward to hearing from you!

4. FRIDAY, 27 MAY 2022

The school closes on Friday, 27 May 2022 at 12:30.

Our learners can thus go home early to study. This also affords our sport learners the opportunity to start a bit earlier with their matches on Friday afternoon. We request that the learners who are not involved in the sport, please leave the school grounds at 12:30. Please send an email to the school if you have to make an arrangement for your child.

5. INQUIRIES/PROBLEMS/ASSISTANCE

We would again like to emphasize that we promote an open-door policy and wish to assist you as speedily as possible.

All queries should be sent to the following email addresses:

Principal:	martieh@maraisviljoen.co.za
Academic:	johletk@maraisviljoen.co.za ; inam@maraisviljoen.co.za
Discipline:	hmuller@maraisviljoen.co.za
Safety:	paule@maraisviljoen.co.za
Bully/Emotional reports:	elanzav@maraisviljoen.co.za
Sport:	ryno@maraisviljoen.co.za
Finance:	adris@maraisviljoen.co.za
General:	info@maraisviljoen.co.za

The relevant HOD or teacher will then contact the parent as soon as possible.

Kind regards



MARTIE HEYSTEK
PRINCIPAL

LEADER IN COMPREHENSIVE EDUCATION