



DANSA COMBINED SCHOOL
395 Francis Baard Street
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POLICY ON THE DEVELOPMENT IMPLEMENTATION AND REVIEW OF INTERNAL POLICIES AT DANSA COMBINED SCHOOL

1. Preamble

1.1 The Board of Dansa Combined School (hereinafter referred to as the College) has decided that the provisions of the South African Schools Act (SASA), Act No. 84 of 1996, and the relevant Provincial School Education Act, and all legally accepted regulations promulgated there under, will be honored, and executed.

1.2 Since the College aims to provide quality education in coordination with the legislative framework, and to comply with requirements set by the Quality Council for General and Further Education and Training, (Umalusi) the school will apply for registration with Umalusi.

This policy aims to give practical effect to, as well as to regulate the development, implementation, and the review of policies at the College.

2. Process and Procedure for Setting Policies

2.1 Annually, the chairperson of the Board will as part of the last Board Meeting of the year, place on the agenda for the meeting, an item dealing with Policy Formulation. The Board will assess and consider whether there is a need for any policies to be formulated anew, any current policies to be reviewed, any policies to be discontinued, and in evaluation thereof they will take into consideration current College activities, College mission and responsibilities, the external environment, and any other factor they may deem relevant.

2.2 Should the Board determine the need for any policy to be devised, reviewed, terminated, or be amended, the Board will appoint a Policy Committee.

2.3 From the chairperson, the Policy Committee (PC) will consist of the following members:

2.3.1 The school principal.

2.3.2 a member of the management team, as nominated by them.

2.3.3 one educator (e.g. the vice-principal).

3. Brief of Policy Committee

3.1 To investigate the needs as identified by the Board, and any further needs deemed necessary by the PC. The PC may consult and take whatever necessary steps and actions to fulfil the mandate as set out herein.

3.2 To formulate and amend any policies for the College.



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3.3 In order for any policies to be terminated, set, reviewed, or amended, the PC may consult with all relevant stakeholders at the College, to obtain their input and cooperation. All possible implications and effects must be duly considered.

3.4 Upon finalization of the investigation of any policy, the PC shall recommend to the Board in writing the procedure, timeframe and manner of implementation or termination. All meetings must be minuted and an attendance register kept.

4. Implementation of College Policies

The Board shall consider any recommendation made by the PC and may either accept or decline the recommendation made by the PC.

Should the recommendation be accepted from the PC' the Board may decide in their sole discretion as to the manner and time frame of implementation.

Should the Board not accept the recommendation made by the PC, the Board shall refer the matter back to the PC for re-investigation and formulation of a new recommendation, within a period of thirty days after having received the referral back from the Board.

Should any legislation or associated regulations, or any other fact of whatsoever nature impacting on the policies of the College, change or be amended during the year, prior to the annual review of policies by the Board, any relevant stakeholder at the College, may bring such matter to the attention of the chairman of the Board in writing,

The chairman shall thereafter within a period of thirty days after having received said notification, convene a special Board meeting, to consider such referral.

The Board will thereafter deal with the matter as set out above herein.

Written: January 2018, and reviewed January 2020, 2022, & 2024

Will be reviewed in January 2026

Signature- Principal: _____ Date: _____

Signature- Teacher: _____ Date: _____

Board Chairperson: _____