



PORT ALFRED
HIGH SCHOOL

WELCOME!

Port Alfred High School
INTERMEDIATE PHASE
2025



Ryle Murray

**Head of Intermediate
Phase (Grades 4 - 7)**

A MESSAGE FROM MR MURRAY

As the Head of the Intermediate Phase at Port Alfred High School, it is my pleasure to welcome you to our family school at the sea!

Grades 4 to 7 are key developmental years in any child's life and we do our best to make school as interesting and as enriching as possible. This is part of the overall commitment

by one and all at Port Alfred High to constantly improve our school's standing as a centre of excellence for the benefit of our community's children.

The Intermediate Phase staff are dedicated, experienced and ready to partner with you for a great year!

Should you have any queries or concerns please don't hesitate to contact me.

SCHOOL TIMES: INTERMEDIATE PHASE

Monday to Thursday

Staff meeting 07h20

Learners Assemble 07h30

1st break 09h45 - 10h10

2nd break 12h10 - 12h35

Academic day ends 13h55

Friday

As above

Academic day ends 13h15

Staff meeting 13h15 - 14h15

Detention 13h15 - 14h15

ATTENDING SCHOOL IS COMPULSORY

If your child is absent , please send a letter or email addressed to the class teacher explaining his/her absence.

A Doctor's certificate is required if a pupil misses a test, exam or more than 2 consecutive days.

It is not in your nor your child's best interests to bunk school. Please be advised that members of the School Management Team have been known to visit a pupil's home to see for themselves why a child is absent from school.

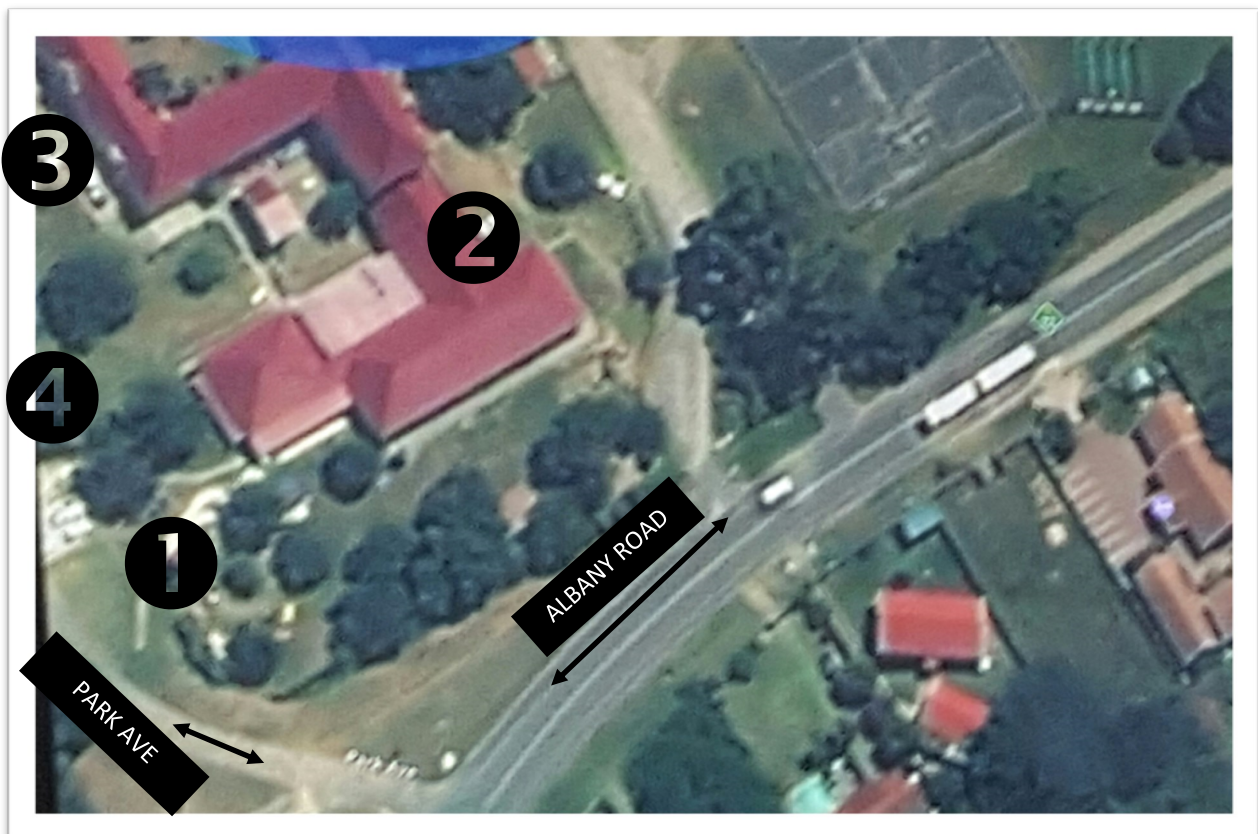
In Mr Mandela's words: "Education is the most powerful weapon!"

WHAT TO DO ON THE FIRST DAY

We're looking forward to welcoming you on 15 January 2025.

INTERMEDIATE PHASE NEW PUPILS: enter through the Main Gate and report to the office.

MOMS, DADS & GUARDIANS: don't hang around once the bell has run as all the learners are required to go to the Hall for a special Assembly. Please ensure that you do not park in the DROP OFF ZONE. Your co-operation in this regard is appreciated as it creates a smooth and safe flow of traffic.



KEY

- ❶ PARK AVE - Pre-Primary Entrance
- ❷ ALBANY ROAD - Foundation Phase Entrance Grades: 1 - 3
- ❸ MAIN SCHOOL GATE - Senior Entrance Grades: 7 - 12
- ❹ PEDESTRIAN GATE - Intermediate Entrance: Grades 4 - 6

SCHOOL FEES

Port Alfred High School is a fee-paying school as per Government Gazette, November 1996, Act No. 84, 4.1.

“The governing body of a public school may, by process of law, enforce the payment of school fees by parents who are liable to pay.”

PAYMENT OF THE ANNUAL SCHOOL FEES IS COMPULSORY. Port Alfred High School is a Quintile 5 school. This translates to slightly less than R150 per child per year and approximately 50% of the teaching staff salaries received from the Department of Education. Without school fee income, Port Alfred High School cannot function as a centre of educational excellence.

Payment is either by means of a monthly instalment beginning on or before 1 January and ending in October, or by means of the amount, in full, up-front. A discount is granted if the fees are paid in full for the year ahead by 31 January.

The Port Alfred High School Governing Body requires all parents who intend keeping their child/ren at the school for the following year, to pay an amount of R2000 no later than 30 November of the preceding year.

This amount is then credited to your school account. Due to the large number of applicants received each year and limited classroom space, payment must be made on time to secure your child's place.

★ Overdue accounts are handed over to CeeBee for collection ★

BANK DETAILS

**Port Alfred High School
Port Alfred Branch 210917
Account Number 53403295538**

Please use your child's **account number** found on the top right of the statement as the reference.

To save costs and trees, invoices and statements are emailed to parents.

It is your responsibility to ensure that the finance department has the correct information.

**Contact Mrs Charmaine Botha on 046—624 3581 / cbotha@pahs.co.za for all enquiries.
Remember to notify her of any change in your email address and/or telephone details.**

SCHOOL UNIFORM

STANDARD SCHOOL UNIFORM FOR GIRLS

Grade 7 girls must wear a navy school blazer with the full badge (must have crown and crest) all year round and may wear black or navy tights in winter.

- Summer: Navy skirt (not grey)
Short sleeve open neck button up shirt
Short white socks and black shoes
- Winter: White long sleeve shirt and school tie
School tracksuit
White socks and black shoes
OR
Navy skirt / slacks with white long sleeve shirt & school tie
Navy V-neck jersey/tracksuit top
Grey socks & black school shoes

STANDARD SCHOOL UNIFORM FOR BOYS

Grade 7 boys must wear a navy school blazer with the full badge (must have crown and crest) all year round as well as the school tie

- Summer: Grey shorts/grey long pants
Short sleeve open neck button up shirt
Long grey socks and black shoes
- Winter: Grey shorts/grey long pants
White long sleeve shirt and school tie
School tracksuit top
Grey long socks and black shoes

PLEASE MARK EVERY
ITEM CLEARLY

Track suit tops must be worn every
Monday to Assembly and Grade 7s are
to wear their blazers

Items can be purchased from SPORTS 'n ALL or PEP.

The PAHS SCHOOL SHOP situated alongside the Hall stocks second hand items and is open every Wednesday: 13h00 to 14h00.

GRADE 7s are part of the High School.

Pupils must therefore wear a blazer daily with the correct school badge. Girls may only wear a skirt. No gyms are permitted.

SPORT

Sport at Port Alfred High is:

- Approached in a healthy and interactive manner in that our School **does not** subscribe to a “win at all costs” philosophy nor do we “poach talent”.
- All about having fun while being physically active - a healthy level of competitiveness is nurtured.
- Affordable in that **there** are no hidden tour costs.
- Encouraged from Grade 1 with swimming, tennis and hockey lessons being part of the “littlies” daily school programme.
- All-encompassing in that we actively encourage and acknowledge participation in sports that are beyond what we offer such as angling, horse-riding, surfing and gymnastics.
- **Compulsory** in that every pupil is expected to participate in one summer and one winter sport.

SUMMER SPORT:

Athletics

Chess

Cricket

Tennis

Swimming

WINTER SPORT:

Cross Country

Hockey

Netball

Rugby

Sport practices take place on campus or at venues in town such as the squash courts and are scheduled to take place from 14h00 to 15h30 or 15h00 to 16h00.

Matches are organised by the Sports Department and include both away and home fixtures. Busses are used to transport pupils to other schools as far afield as East London, Grahamstown and Port Elizabeth. It is highly recommended that you keep the school up to date with your cell phone numbers so that you are notified of any changes in arrangements, etc via WhatsApp..

SPORTS CLOTHING

GENERAL

All Sports: to wear standardised school tracksuit top and bottom.

All Sports: to wear either the navy PAHS cap or a white wide brimmed “cricket” hat.

1st teams: may wear the standardised 1st team jacket with tracksuit bottom.

Note:

For matches, players to wear the standard school tracksuit with the exception of all the 1st Teams who wear the full school uniform.

ARCHERY

Practices and matches:

- * **Standard school golf shirt**
- * **Navy blue shorts/skorts**
- * **Short white socks**
- * **Appropriate footwear**

CHESS

Matches:

- * **School uniform (No 1's)**

CRICKET

Practices and matches:

- * **Standard school golf shirt**
- * **Navy blue shorts**
- * **Navy blue socks with red turnovers**
- * **White wide-brimmed hat or school sports cap**
- * **Appropriate footwear**

Exception:

- * 1st team outfit for selected players
- * U14 and above to wear cream longs for matches

HOCKEY (Girls & Boys)

Practices and matches:

- * **Standard school golf shirt**
- * **Navy blue shorts/skorts**
- * **Navy blue socks with red turnovers**
- * **Appropriate footwear**

SPORTS CLOTHING

NETBALL

Practices and matches:

- * ***Standard school golf shirt***
- * ***Navy blue skorts***
- * ***Short white socks***
- * ***Appropriate footwear***

RUGBY

- * ***Standard red rugby jersey***
- * ***Navy blue shorts***
- * ***Blue socks with red turnovers (matches—same)***

OR

- * ***Coloured rugby jersey (matches—standard red rugby jersey)***
- * ***White shorts***
- * ***Long socks***

SQUASH

Practices and matches:

- * ***Standard school golf shirt***
- * ***Navy blue shorts/skorts***
- * ***Short white socks***
- * ***Appropriate footwear***

SWIMMING

- * ***Standard school navy blue or black Speedo***
- * ***Gold and blue cap for squad trainers***
- * ***Any cap for PT classes***
- * ***Standard school golf shirt***
- * ***Navy blue shorts/skorts***
- * ***Short white socks***
- * ***Appropriate footwear***

Exception:

- * Squad swimmers may wear flip flops
- * League swimmers may wear competition costumes (TYR, Speedo and Arena)

Interhouse events take place throughout the year. The three houses, Harvey (Red), Orffer (Gold) and Hobson (Blue) are named after past headmasters. On these occasions pupils may wear the respective house colours.

TERMLY CALENDAR

ISSUED ONCE A TERM

CULTURAL ACTIVITIES

Cultural activities are held in high regard at Port Alfred High School and every child is encouraged in this regard. In the Intermediate Phase, pupils can participate in art, choir, public speaking, chess, Early Act (part of Rotary International) and drama.

Learners are also selected to enter the annual Bathurst Children's Art Show, the Grahamstown Eisteddfod and the El Shaddai Eisteddfod.



DISCIPLINE: INTERMEDIATE PHASE

The approach to discipline at Port Alfred High School is interactive and the constitutional rights of all are respected. A misdemeanor system is in place and operates as follows:

NO OF MISDEMEANORS	CONSEQUENCES
1 - 3	No punishment
4	1 x Friday detention (1.5 hours)
12	1 x Saturday detention (3 hours)
20	Grade Head will write to parents
30	Grade Head will call parents in for an interview with the Headmaster
40	Parent and pupil are called in for a disciplinary hearing with the Governing Body

The following actions are regarded as being misdemeanours:

- Homework not done
- Failing a test
- Test not signed by parent
- NOT reading
- Disrupting class (talking/walking etc)
- Bullying or fighting
- Stealing (6 misdemeanours)
- Cheating during tests/giving incorrect marks
- Being disrespectful towards teacher
- Repeatedly talking at lines
- Arriving late to school
- NOT bringing PT clothes or other project items
- Telling lies
- Making a noise in class/lines
- Not giving/returning important notices
- Untidy work/appearance
- Copying work
- Incorrect school clothing
- Having a cell phone switched on during class (it will be confiscated for the rest of the week)
- Using a cell phone during class (it will be confiscated for the rest of the term)

★ ★ Detention 13h15 - 14h15 every Friday ★ ★

MORE ABOUT PORT ALFRED HIGH

The Port Alfred High School community celebrates its origin at a special Founders Day Assembly in August each year. On this special day, everyone takes the time to reflect on just how far our town's oldest school has come since those early days of **1883**. This was the year that the school was officially converted into a Government School and it was housed in an Anglican church building in Park Road. The school then had an enrolment of about fifty boys and girls.

Over the intervening years, the school has grown to nearly 1000 children from creche to Matric situated on a beautiful campus formerly known as **Alexandra Park** on the R72. Rooted in a proud past, the Port Alfred High staff, governing body and alumni work together to move with the times, catering for the needs of our local children on a multitude of levels.

The school's motto, "**Facta Non Verba**" meaning "Deeds and not Words" is an underlying yet constant theme which the School underpins at every opportunity. Honesty, integrity, grit and determination, perseverance, loyalty and commitment are qualities held in high regard by one and all at Port Alfred High.

Above all, Port Alfred High is a family centred school and this ethos allows for the investment of personal attention in its valued pupils to further their growth and provide an all-round education of an excellent standard.

THE NATIONAL ANTHEM

Nkosi sikelel' iAfrika
Maluphakanyisw' uphondo lwayo,

Yizwa imithandazo yethu,
Nkosi sikelela, thina lusapho lwayo.

Morena boloka setshaba sa heso,
O fedise dintwa le matshwenyeho,
O se boloke, O se boloke setshaba sa heso,
Setshaba sa, South Afrika, South Afrika.

Uit die blou van onse hemel,
Uit die diepte van ons see,
Oor ons ewige gebergtes,
Waar die kranse antwoord gee,

Sounds the call to come together,
And united we shall stand,
Let us live and strive for freedom
In South Africa our land!

Please join the PORT ALFRED HIGH Facebook page.

Please visit the website www.portalfredschool.co.za to stay up to date with our family school..

PORT ALFRED HIGH SCHOOL IS ABOUT FAMILY

Port Alfred High is a **family school** in that we:

- * Have **F**un while we learn
- * **A**ppreciate one another
- * Make happy **M**emories together
- * Recognise the **I**ndividual in one another
- * **L**ove through kindness, discipline and leadership
- * Have a “**Y**es, we can!” attitude!

THE PORT ALFRED HIGH SCHOOL BADGE

*The **SYMBOLS** depicted in our badge have specific meanings:*

- * **CROWN:** legitimacy, victory, triumph, honour, glory, as well as immortality.
- * **PASSANT LION:** bravery, nobility, royalty, strength, stateliness and valour.
- * **LYMPHAD (Single Mast Ship):** being on a voyage, adventure and discovery.
- * **OPEN BOOK:** knowledge and learning.
- * **LAUREL WREATH:** victory and success.
- * **TOWER:** defence, grandeur, home, safety and spiritual strength.



SCHOOL SONG

Port Alfred High School is ever our pride
Set in great beauty the ocean beside
O mag ons skool van jaar to jaar
Alles wat na ons hart is bewaar
Siyazidla ngesikolo sethu,
Sikhulis'ikamva lethu.
Facta non Verba this is our rule
Deeds and not words are what count in our school.

SCHOOL STRUCTURES & SUPPORT

THE PORT ALFRED HIGH SCHOOL GOVERNING BODY (SGB):

The School Governing Body is elected by the parent/guardian community every three years. It is recognised by the Department of Education as the official voice of the school and concerns itself with finance, human relations, grounds and buildings, marketing, alumni, development, strategic planning and legal compliance. It is also the ultimate authority in terms of disciplinary matters.

The SGB meets once a month and has several portfolio meetings throughout the term.

Matters of a purely educational nature are, however, dealt with by the Headmaster and his staff. Please raise concerns or queries with your child's teacher and/or the Head of Phase and/or Mr Nigel Adams who has an open door policy.

The SGB Chair is available via email in the event that you need to discuss matters that are not of an educational nature but are still related to the overall well-being of our school.

THE SCHOOL MANAGEMENT TEAM (SMT):

Chaired by the headmaster, Mr Nigel Adams (office@pahs.co.za) the SMT meets weekly and comprises the various heads of department as detailed under [Contacts](#).

The SMT deals with the day to day operations of the school and is responsible for plans and projects necessary for educating children from creche to matric on one campus.

SCHOOL SHOP:

Port Alfred High School is fortunate to have a school shop on campus run by the SGB and volunteers.

School uniform items are also available from Sports 'n All situated in the Heritage Mall.

CONTACT DETAILS

TELEPHONE:

046 624 2440 – Main office

FAX:

046 624 5349

POSTAL ADDRESS:

PO Box 67
Port Alfred
6170



www.portalfredschooll.co.za

EMAIL:

office@pahs.co.za (for headmaster and general info)

reception@pahs.co.za (for all hiring, sponsoring and past pupil info)

cbotha@pahs.co.za (for all school fee account info)

OFFICE HOURS:

The Front Office and the Bursar Offices are open from 07h15 - 15h00, Monday to Thursday, 07h15-14h00 on Friday

Parents/guardians are requested to contact the class teacher first to discuss progress and/or problems. Please make an appointment by means of a note in the homework diary or an email.

IMPORTANT:

Parents/caregivers are requested not to go to classrooms while pupils are being taught.

Contact the Head of the Intermediate Phase: Ryle Murray—rmurray@pahs.co.za



REMEMBER TO SWIPE YOUR MySCHOOL CARD

Every time you swipe your MySchool card at any of the 2000 plus partner stores nationwide, our School receives funds for the

PORT ALFRED HIGH SCHOLARSHIP FUND.

Go to www.myschool.co.za to sign up and

start swiping for our School. It's free.

It's easy.

Your family school at the sea

