

# ALBERVIEW PRIMARY SCHOOL

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1 Phantom Street  
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Alberton

Since 1974

*"50 years - our journey, our legacy, of inspiring young hearts and minds"*

Circular 1 of 2026

**Dear Parents/Guardians**

Welcome back to the new academic year. We trust you had a blessed Festive Season and may 2026 be prosperous for us all. Alberview welcomes back all our learners, parents and staff. We look forward to all the activities scheduled for Term 1.

## **PLEASE TAKE NOTE OF THE FOLLOWING INFORMATION:**

### **1. STATIONERY**

Parents were encouraged to order the stationery directly from the service providers since last year. Please ensure your child has all necessary stationery for school as soon as possible as teachers have already started working in class and sorting out books, covers etc. If they fall behind with work, they will have to catch up at home in their own time.

### **2. TRANSPORT**

When selecting transport for your child, please choose a service provider who is registered with the Taxi Association. If your child gets on the wrong transport, it will be easier to track your child. You are welcome to contact Leon Learner Transport 084 964 9464 or Louis Sheze 083 987 7221 regarding reliable transport for your child.

Parents, please ensure your child knows who they go home with. Introduce them to the driver so they know who to go with. The staff can't be responsible to ensure your child is collected by the correct transport service provider, there are too many children being collected by transport, it is impossible for the teachers to check every single one of them.

### **3. 2025 REPORT CARDS**

Parents who did not collect reports at the end of 2025, the report card was handed out when school started.

**IMPORTANT TO NOTE:** If your child did not meet the minimum passing requirements the second year of repeating the same grade, the school cannot keep the learner another year in that grade. The learner report will state that the child has been **PROGRESSED**. Progressed does not mean the child passed the year. It means they still did not pass, but have to move to the next grade as per the DBE policy. Your child is going to a new grade with a deficit and will need intensive support. Parent support and involvement is vital for your child's education.

Parents must understand the difference between Progression and Promotion. If your child has passed, he/she will be **PROMOTED** to the next grade.

#### **4. LOST/DAMAGED TEXTBOOKS/READERS**

Your child will not receive textbooks in 2026 if the 2025 textbooks/readers have not been handed in. Lost/damaged books must be replaced or paid for (R250 per book).

#### **5. THE FOLLOWING IS AVAILABLE FOR PURCHASE**

Beanies	R60
Swimming caps	R80
Purple Ski Pants	R100
Grey Bucket Hats	R80
Academic scrolls coupon when purchasing)	R35 (only if awarded one from the school, please present the

#### **6. EVENTS/FUNDRAISERS TERM1**

MONDAY 26 JANUARY	<b>Free dress up day for pet food collection.</b> Dress like your favourite animal/pet. Tin of dog/cat food to take part.
FRIDAY 30 JANUARY	<b>Funky socks and crazy hat day:</b> R10 to participate. Come to school in your uniform but wear funky socks and a crazy hat. Be creative!
MONDAY 9 FEBRUARY – FRIDAY 13 FEBRUARY	Selling valentine's gifts. Prices vary from R5 to R40. <b>CASH ONLY TO BUY from the stalls.</b>
FRIDAY 13 FEBRUARY	<b>Grade R – Grade 5 Valentine's picnic:</b> R20 to participate. Learners wear civvies and bring their picnic baskets, snacks and blanket to school.  <b>Valentines Ball: Grade 6 and Grade 7 ONLY.</b> R20 to attend the ball. There will be a tuck shop to sell snacks, soft drinks and valentines' gifts.
FRIDAY 27 FEBRUARY	<b>Junior Miss and Mr. Alberview. ONLY Foundation Phase learners can enter the competition.</b> R100 to enter. Letter with more information to follow.
WEDNESDAY 4 MARCH	<b>SPUR evening @ Lemon Tree Spur:</b> Grade 7 prefects to wait on the evening. All parents and learners welcome to support.

FRIDAY 20 MARCH	<b>Freaky Friday Dress up day:</b> R10 to participate. Use your imagination and be creative! (Prizes for most creative outfits)
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### **7. CYCLE TESTS TERM 1 GRADE 4 -7**

Tuesday 3 February	English creative writing
Thursday 5 February	Afrikaans creative writing
Monday 23 February	English cycle test
Tuesday 24 February	Afrikaans cycle test
Wednesday 25 February	EMS cycle test
Thursday 26 February	SS Geography cycle test
Friday 27 February	NS
Monday 2 March	Mathematics
Tuesday 3 March	SS History
Wednesday 4 March	Technology

### **8. ENTRANCE / EXIT GATES FOR LEARNERS**

Please ensure your child uses the correct gate in the mornings and afternoons.

Grade R, Grade 1 and Grade 2	Graham Street
Grade 3, Grade 4 and Grade 5	Phantom Street
Grade 6 and Grade 7	Edward Street

### **9. BIRTHDAYS**

If your child is celebrating a birthday at school and you wish to send some cake, please note that **only cupcakes** are allowed. No party packs or sweets are allowed as learners eat and litter outside the school while waiting to be collected. The tuck shop offers a service and can bake cupcakes for your child and deliver it to the class. For more information email Mr. Britz at [hccbritz@gmail.com](mailto:hccbritz@gmail.com)

### **10. AFTERCARE**

This is an outsourced service that is offered at school. If you have any enquiries regarding aftercare, you can email Mrs. van Wyk at [admin@alberview.org.za](mailto:admin@alberview.org.za)

### **11. TUCKSHOP**

This is an outsourced service that is offered at school. If you have any enquiries regarding the tuck shop, you can email Mr. Britz at [hccbritz@gmail.com](mailto:hccbritz@gmail.com)

## **12. SCHOOL TIMES**

<b>Grade R</b>	Monday – Friday gates open at 06:30 and close at 07:30  Home time: 13:00 Monday to Friday: <b>Please collect your child at 13:00. No teacher will be on duty after 13:15 to supervise, due to extra mural obligations.</b>
<b>Grade 1-2</b>	Monday – Friday gates open at 06:30 and close at 07:30  Home time Grade 1 and Grade 2 Monday to Friday 13:00  <b>Please collect your child at 13:00. No teacher will be on duty after 13:15 to supervise, due to extra mural obligations.</b>
<b>Grade 3-7</b>	Monday – Friday gates open at 06:30 and close at 07:30  Home time Grade 3-7 Monday to Thursday 14:00  Fridays: 13:00  Please collect your child on time to ensure they are safe.

## **13. PARENT /TEACHER COMMUNICATION**

Teachers and parents must use **the school diary as the main communication tool**, however, for more serious or sensitive information, please email the teacher. Teachers will also communicate via email or a phone call to discuss more sensitive information or concerns they might have. The school diary will be used for more general communication or notices going home. Please ensure to check your child's diary daily. Parents are responsible to monitor communication from the school or the class teacher. Teachers will always sign and acknowledge any note sent from home in the diary. We ask that parents do the same. If you send a note to the teacher, please tell your child to show the diary to the teacher.

Please note, that when the class teacher requests to meet you during the Term, **please make an effort to attend**. The teacher only has your child's best interest at heart. If we do not get support from the parents, it makes it very difficult for the teacher to support your child and help them to progress. Parents must work with the teacher and any recommendations made by the educator is to benefit your child and their academic future.

## **14. ADVERTISING BOARDS**

If you, a family member or friends work for a company or want to promote your own business, please contact [admin@alberview.org.za](mailto:admin@alberview.org.za) regarding advertising boards to be put up on our palisade fence around the school.

## **15. UPDATING PARENT/GUARDIAN CONTACT DETAILS**

We request parents to please contact the admin office when your contact details change. If you have a new number or change of address, please inform Mrs. Robinson in order to update it on our system. You can contact her at [admissions@alberview.org.za](mailto:admissions@alberview.org.za)

## **16. SCHOOL FEES**

Please contact Mrs. van Wyk via email regarding school fees at [admin@alberview.org.za](mailto:admin@alberview.org.za)

## **17. GENERAL INFORMATION**

For general information, please email Ms. Dube at [info@alberview.org.za](mailto:info@alberview.org.za) or Ms. Klopper at [reception@alberview.org.za](mailto:reception@alberview.org.za)

## **18. ROAD SAFETY**

We are asking all the transport providers, to please collect the children and leave the area. The taxis often stay parked and allow the children to play and run around unsupervised. We kindly ask that parents who transport their own children, abide by the rules, by using the zebra crossing to cross the road and to use the parking bays correctly. **PLEASE TREAT THE SCHOLAR PATROL AND THE TEACHERS ON DUTY WITH RESPECT, AS THEY ARE TRYING TO KEEP THE CHILDREN SAFE WHILE CROSSING THE ROAD.** Many parents and taxis are obstructing traffic by parking in the middle of the road or by the stop street. We ask parents to please report any vehicles or learners who don't comply to the above by contacting the school and giving us the number plate. It will be reported to our EMPD officer assigned to Alberview. Please ensure to stay clear from the zebra crossing when dropping off or collecting your child.

## **19. PE, SCHOOL AND FRIDAY UNIFORM**

On PE/sport days learners wear the Alberview PE kit with **ALL BLACK** takkies. No white soles, lines stripes etc. If learners do not have the correct takkies on, they must wear their school shoes with the PE uniform. Learners will continue to wear full summer uniform, however, on cooler days they may wear their school blazer or jersey when wearing the school uniform.

DO NOT mix summer and winter uniform.

On a Friday learners may wear a navy-blue denim with black takkies and the grey Alberview golf shirt. No Denim shorts, skirts or washed out and torn jeans may be worn. No chains or bling on the jeans are allowed. PnP clothing sells plain navy-blue jeans at a very affordable price.

All the new learners will receive a letter to order the grey Alberview golf shirt. Until the shirt has been issued, they must wear their normal school uniform on a Friday. **PLEASE STICK TO THE DEADLINE TO PLACE AN ORDER FOR THE LEARNER GOLF SHIRT.**

## **20. PARENT SUPPORTER SHIRT**

A letter regarding the parent supporter shirt went out last year with the report. We will send it out again this Term. We encourage all our parents who attend school events to wear this shirt to show support for their children but also to the school. Please support this initiative as we would love to create a sense of unity among our parent community. **PLEASE STICK TO THE DEADLINE TO PLACE AN ORDER FOR THE PARENT SUPPORTER SHIRT.**

## **21. IMMEDIATE SUSPENSION**

If your child is caught with a vape device in their possession at school or caught using the vape device at school in their uniform or outside school premises wearing their school uniform, it will be an **immediate suspension** and a formal disciplinary will follow. Vaping is illegal at school, and seen as a contraband. Vaping falls under the **Schedule 2 – serious misconduct that leads to expulsion.**

A learner will be guilty of serious misconduct if he or she –

Intentionally and without just excuse-

(vi) Is in possession of, consumes or deals in any illegal substance or other harmful substance;

## **22. NO CELL PHONES AT SCHOOL**

The only phones that are allowed are the ones that have no internet connection or access to social media platforms. This is to try and eliminate cyber bullying, possession or distribution of pornographic material, cheating during tests/exams as well as using phones during school time. We ask parents to please assist the school in this regard. **There will be no exceptions, the school will confiscate any smart device and keep it for the remainder of the Term if a learner is caught using it during school time. To avoid any unhappiness, ensure your child adheres to this rule.**

## **23. ABSENTEEISM**

Please note, if your child is absent from school for 10 consecutive school days without notifying the school, we have to report it to the district. Your child will be de-registered to make space for other learners who are on our waiting list. This applies to ALL grades.

## **24. MEDICATION AT SCHOOL**

Due to liability, the school may not administer any OTC (over the counter) medicine to a learner. Please do not send painkillers, cough syrup etc. to school for the teachers or admin staff to give to your child. If your child is ill, they should be home and take the medicine under parent supervision. If your child suffers from any chronic illness or must take specialised medication like insulin, Concerta, Ritalin etc. please make the register teacher aware in writing via email or submit doctor certificate. This will also be recorded in the learner profile. If your child suffers from severe allergies this too must be communicated to the school via email. Learners who need an epi pen for bee stings or asthma pumps, parents must please supply this for the school.

## **25. VENDORS**

Alberview is not affiliated or responsible for any items that are sold or consumed outside the school grounds. We encourage parents to educate their children not to buy from unknown vendors as we do not know what is being sold and how safe it might be to consume. The neighbors are also complaining about the amount of litter on their sidewalks due to learners throwing it on the ground and not respecting the community.

## **26. ACHIEVEMENTS OUTSIDE THE SCHOOL**

If your child reaches National Level in any sport or cultural activities that are not part of the school's normal extra-curricular activities, the parents need to inform the school and submit evidence of the achievement in order for us to acknowledge your child. Please ensure that you send proof of the achievement, such as certificates or letters from the institution stating that your child took part in an Official National Tournament or Competition. For any Sport achievements, contact Mrs. de Castro at [cindy.decastro@alberview.org.za](mailto:cindy.decastro@alberview.org.za). For any cultural achievements contact Mrs. Joubert at [annette.joubert@alberview.org.za](mailto:annette.joubert@alberview.org.za)

## **27. HONOURS MORNING INVITATIONS CRITERIA FOR FOUNDATION PHASE**

- Learners who achieve **80% and above in all four subjects** (English, Afrikaans, Mathematics, and Life Skills) are invited to the **Foundation Phase Honours Awards Morning**.
- Only these learners will receive formal invitations to attend in Term 4.

## **28. HONOURS MORNING INVITATIONS CRITERIA INTERMEDIATE PHASE (GRADES 4–7)**

### **Subject Achievement Certificates**

- Certificates are awarded to learners who achieve 80% and above in any subject.
- For Grades 4 to 6, learners must achieve in four or more subjects to receive an invitation to the Honours Awards Ceremony in Term 4.
- For Grade 7, learners must achieve in four or more subjects to receive an invitation to the Honours Awards Ceremony.
- Learners in Grades 4–6 who achieve in three subjects or fewer, and Grade 7 learners who achieve in three subjects or fewer, will receive their certificates with their report cards.

### **Academic Scrolls**

- Learners in Grades 4–6 who achieve an **overall average of 80% or more for the year** receive an **Academic Scroll** at the Honours Awards Ceremony.
- Grade 7 learners receive **scrolls at the end of each term**, allowing them to wear their scrolls on their uniforms throughout the year.

## **29. LEARNER SAFETY AFTER SCHOOL**

Parents need to ensure their children are collected on time after school. The school will not be held responsible or take accountability if parents collect their children late. Teachers are on duty 15 minutes after dismissal and then they need to coach, play matches, attend training or district meetings etc. They can't be expected to stay after school to look after your child. Please enrol your child at any aftercare facility to ensure they are being supervised at all times or ask family members or friends to help collect your child on time.

## **30. BATHROOM ETIQUETTE AND PROCEDURES DURING CONTACT TIME**

Many learners do not know how to behave or use a public bathroom with respect and consideration. Last year we had weekly vandalism in the senior bathrooms. Our bathroom control measures remain in place to ensure the infrastructure remains intact and that all learners can use clean and hygienic bathroom facilities. Please speak to your child about the importance of using the bathrooms responsibly and looking after school property. If any learner is caught vandalising any school property it will be for the account of the parent and not the school. There will also be disciplinary measures taken and your child will be suspended. Playing in the bathrooms can also be extremely dangerous, no learners may play, run around, push each other or climb over cubicle doors in the bathrooms. If any injury occurs in the bathrooms due to unruly learner behaviour, the parents will be held responsible if their child does not know how to follow simple bathroom etiquette rules.

Each class teacher has a key for the boys and the girl's bathroom. If any learner needs to use the facilities, the teacher will allow them to go. They will sign the bathroom register, take the key and go to the bathroom with a monitor who waits outside on the corridor. Once they are done in the bathroom, they lock it again and return to class and hand in the key. This system seems to be working well and learners take fewer chances to play and vandalise the bathrooms.

Regarding the drinking of water during class time. The school is in the process of buying water dispensers for each class so learners and teachers can have water without walking

around unnecessarily and wasting precious contact time. We will allow learners to have their own water bottles in class, however, no learners will be sent out of class during teaching time to refill bottles, as it causes too much disruption and many learners use it as an excuse to avoid working in class, walking around or to meet up with friends.

### **31. THUNDER PLUSH TOY**

We have new stock for 2026. There are only 100 Thunder plush toys to purchase so first come first served. **R200 cash payments only**. On payment your child will receive a baby Thunder the same day.



### **32. UBER EATS AND FOOD DELIVERIES**

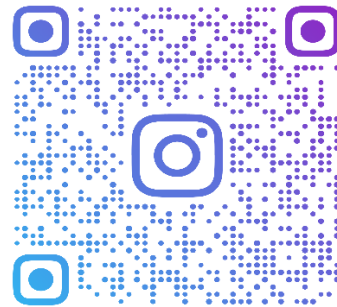
Please do not send food deliveries to the school. We will not disturb classes to call down your child to collect a food delivery. Pack a lunch for your child the day before. Alternatively, please arrange with Mr. Brits at the tuck shop.

### **33. RETURN ALL REPLY SLIPS**

A friendly reminder to please return all reply slips of all the letters and policies that gets sent home with your child. During the course of the year your child will receive letters with reply slips that the parent/guardian must complete and sign. By completing and sending it back on time, you make the administrative duties for the class teacher much easier. Thanking you in advance for assisting the school with this.

### **34. REMEMBER TO FOLLOW US ON FACEBOOK AND INSTAGRAM**

Thank you, parents! We have reached over 1k followers on our Facebook page in such a short time. Keep sharing and inviting fellow Alberview parents and Alberview Alumni learners to all our social media platforms. Stay up to date with school events and be part of the Alberview school community. We have also launched an official website for the school this year. This is just another way we are trying to get parents involved and to create a sense of pride for our school. We appreciate the support!



ALBERVERVIEW\_PRIMARY

### **CLOSURE**

In closing, we wish all our learners a wonderful academic year. Teachers are here to develop and support your child/ren and we expect our parents to work with us to achieve those goals. I believe all the parents who enroll their children at Alberview did so knowing that we pride ourselves in excellence, discipline, respect and quality education. We are looking forward to working with you all this year.

Proudly Purple!

Yours in quality education

Mrs. J van der Merwe

Principal