



# Sacred Heart College

MARIST OBSERVATORY

EDUCATION WITH HEART



Address: 15 Eckstein Street, Observatory, 2198, Johannesburg, South Africa  
 Email: info@sacredheart.co.za | Phone: +27 11 081 2200 | Website: www.sacredheart.co.za

## Sacred Heart College Primary School – Discipline system 2024

Infringement	First Offence	Second Offence	Third Offence	Fourth Offence
--------------	---------------	----------------	---------------	----------------

### ACADEMIC/GENERAL

Book left at home (Per subject)	Note in school diary	Email to parent - Note	Demerit	
Homework Diary not at School	Email to parent - Note	Follow up email to parent -Note	Demerit	
Homework not done (Per Subject)	Note in school diary	Email to parent - Note	Demerit	
Late for School	Note in school diary	Email to parent - Note	Demerit	Meeting with parents
School uniform infringement	Note in school diary	Email to parent - Note	Demerit	Meeting with parents
Device not charged (Grade 6 &7)	Note in school diary	Email to parent - Note	Demerit	Meeting with parents
Absent from sporting/cultural matches without proper/prior notification (at least 48 hours)	Demerit	Detention	Meeting with parents	Removal from team

### BEHAVIOUR

Disrespectful behaviour to staff	Email to parent - Note	Demerit	Meeting with parents	
Disruptive behaviour	Email to parent - Note	Demerit	Meeting with parents	
Inappropriate language (including swearing)	Email to parent - Note	Demerit	Detention	Meeting with parents
Blasphemy	Demerit	Detention		
Dishonesty	Email to parent - Note	Demerit	Detention	Meeting with parents

Truancy	Detention	Meeting with parents		
Vandalism	Detention	Meeting with parents	Warning Letter	Disciplinary Hearing
Bringing the school into disrepute	Detention	Meeting with parents	Warning Letter	Disciplinary Hearing
Hurt towards another student/staff member (physical/emotional/verbal)	Detention	Meeting with parents	Warning letter	Disciplinary Hearing
Theft	Detention/Meeting with parents	Disciplinary Hearing		
Inappropriate use of school/personal devices	Detention/meeting with parents	Warning letter Disciplinary Hearing		
Cyber bullying (at school)	Detention/meeting with parents	Disciplinary Hearing		
Possession/Use of illegal substances (including vapes)	Meeting with parents Suspension Disciplinary Hearing			
Improper sexual conduct	Meeting with parents Suspension Disciplinary Hearing			
Assault of students/staff	Meeting with parents Suspension Disciplinary Hearing			
Failure to attend detention	Meeting with parents Additional detention	Warning letter	Suspension Disciplinary Hearing	

Discipline Process	
Infringement	Consequence
3 Demerits accumulated	Detention
5 Demerits	Meeting with parents
10 Demerits	Meeting with parents Warning letter
15 Demerits	Suspension from school/ Disciplinary Hearing

Please note that certain infringements may lead to automatic detentions/meeting with parents/warning letters/suspension and or disciplinary hearings, depending on the nature and severity of the infringement. This will be at the discretion of the Deputy Principal.