



TO LEARN, TO LIVE, TO SERVE

INTRODUCTION

We at Helderberg High School recognise that all true knowledge and development have their source in knowledge of God. To this end a knowledge and experience of God provides the only basis of a complete education. While the school pursues academic courses, a knowledge and experience of God should form part of the hidden agenda in every classroom and extra-curricular contact with each learner.

“Every human being, created in the image of God, is endowed with a power akin to that of the Creator -individuality, power to think and to do... It is the work of true education to develop this power, to train young people to be thinkers, not mere reflectors of other people’s thoughts... Instead of producing educated weaklings, institutions may send forth men and women who are strong to think and act – individuals who are masters and not slaves of circumstance, individuals who possess breadth of mind, clearness of thought, and the courage of their convictions... Higher than the highest human thought can reach is God’s ideal for His children. Godliness – godlikeness – is the goal to be reached. Before the student, is opened a path of continual progress. He has an objective to achieve, a standard to obtain, that includes everything good, and pure and noble.”

Education pages 17 & 18.

MISSION STATEMENT

Helderberg High School exists to develop the spiritual, intellectual, social and physical potential of each learner by providing an education based on Christian principles in a caring environment.

SCHOOL BADGE

Aliis Prodesse Discimus

"We learn to serve others". The Latin motto summarizes the purpose, aim and driving power of our School.

Bible

The Bible is a symbol of the spiritual activities which are the main distinguishing feature of Christian education; it occupies the centre.

Arm

Represents the manual work done by the pupils. We believe it contributes to the sense of self-respect and independence.

Lamp

A symbol of intellectual enlightenment.

Torch

The flaming torch of truth, a symbol of the rich legacy of honoured predecessors.

HHS

The initials HHS unite the two terms "Hoërskool Helderberg" in Afrikaans and "Helderberg High School" in English, and expresses the understanding and co-operation which exists between the two language groups.

Mountain

The Mountain stands for steadfastness and vision.

Stars

Before Helderberg came Spioenkop and Union College which will always be guiding stars to us.

Crown

Overall rests the royal symbol of achievement.

W.F. Tarr and his family designed the badge (1934-1941).

SCHOOL SONG

**Mrs Meg Harebottle (néé Clarke) wrote the words of the school song.
The music was composed and arranged by Mrs Meg Harebottle and
Mr Jannie Kritzinger.**

HELDERBERG HIGH SCHOOL

To learn to love to serve;
To learn to love to give;
To learn to truly live,
O Helderberg High School.

Beneath the southern sky;
Inspired by mountain high;
To dare to do or die;
O Helderberg High School.

We give to you head, heart and hand;
And pledge our love and loyalty
Long founded on the Word of God
The Truth that sets us free.

To learn to love to serve;
To learn to love to give;
To learn to truly live;
O Helderberg High School.

HISTORY OF THE SCHOOL

The history of Seventh-day Adventist education in South Africa began with the establishment of Claremont Union College, Cape Town. It opened its doors on 1 February 1893, with Professor E.B. Miller as the head.

At the end of 1917 Claremont Union College finally closed in order to move to the new location in Natal. The new location was a farm between the Spioenkop and Tugela Rivers and its name at that time was "South African Training School." The name of the College was thereafter changed to that of Spioenkop College.

On 1 November 1925, the search for a new location for the College ended with the signing of documents for the purchase of Mr Berger's 162 hectare fruit farm "Bakkerskloof" for £10 000. The farm is situated on the slopes of Helderberg Mountain.

Early in 1927 work on the women's and men's residences began. Mr Melvin Sparrow arrived to help with the building operations. When the "African Missionary College" opened at its new location in January 1928, M.P. Robinson was appointed as the first principal and the name was changed to Helderberg College, named after the Helderberg Mountain. These were years of great advancement, and consolidation was possible because of strong leadership and dedicated commitment to the work of Christian education. The success of the College was largely due to the leadership of E.D. Dick who served the school as Principal for five years.

In 1974 the College and High School became separate administrative entities with the appointment of Mr John Müller as the first High School Principal. The school switched over from writing the Joint Matriculation Board Matriculation examination to the Cape Senior Certificate examination with or without matriculation exemption. In 1980 the High School became a Cape Conference institution administered by its own School Board.

CONTACT DETAILS

POSTAL ADDRESS

Helderberg High School
P.O. Box 22
SOMERSET WEST
7129
Republic of South Africa

TELEPHONE NUMBERS

Office Telephones

Reception	021 855 4949
Facsimile	021 855 4955

Anne Visser House (ladies' residence)

Ladies Dean	021-850 7567
RA - Room 21	021-850 7594

Salisbury House (men's residence)

Men's Dean	021-850 7561
Foyer Public	021-850 7513
Assistant Dean	021-850 7606

OFFICE HOURS

Monday to Thursday	07h30 – 14h30
Friday	07h30 – 13h40

E-MAIL ADDRESSES

Principal	principal@helderberghs.co.za
Secretary	admin@helderberghs.co.za
Accountant	finance@helderberghs.co.za

WEBSITE

www.helderberghs.co.za

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1. ABSENCES (All Pupils)

School commences at 07h30 every morning and continues through to 13h35 every afternoon. Any additional classes are conducted from 14h00 onwards.

Pupils who arrive late must report to the office. Pupils who are absent from school must hand in a letter of explanation or apology from their parents, doctor or residence dean.

Pupils may not leave school early or arrive late after holidays without making proper arrangements with the Principal.

2. CODE OF CONDUCT

The school seeks to create an atmosphere on the campus that will lead to responsible maturity. The following acts or forms of behaviour are not condoned:

- Contravention of the general rules and standards of the school.
- The defying or undermining or subverting of the authority of the school.
- The undermining of the religious faith of fellow pupils.
- The use of alcoholic beverages or the bringing of such beverages onto campus.
- The use or possession of tobacco or narcotic drugs.
- The use of profane language.
- The reading or possession of pornographic material.
- Intimate or undue familiarity with members of the opposite sex.
- Use or possession of air-guns or fire-arms.
- Vandalism
- Theft

NB: Day scholars who engage in unacceptable behaviour off campus, and who are identified as scholars of Helderberg High School, will be dealt with by the Disciplinary Committee

3. DRESS REGULATIONS – GIRLS

The Headmaster and/or person designated by him/her shall have the final say in any matter regarding interpretation of the following rules.

General

- Dresses must be of moderate length.
- Sundresses must have adequate front and back necklines.
- Dress is to be neat on departure as well as arrival for school.
- Make-up is not allowed for school. Only colourless nail polish may be worn to school.
- No jewellery to be worn at any time.
- Hair must be away from the face for school.
- Hair must be neatly tied up if it is shoulder length or longer.
- You will be responsive to helpful suggestions from any staff member.
- Uniforms are to be worn to all school functions.
- No change of natural hair colour is permitted.

School Uniform - Summer

- A grey skirt.
- White open-neck short-sleeve shirt, **available at school.**
- White ankle-length tennis socks.
- Black school shoes.

School Uniform - Winter

- A grey skirt or grey trousers.
- White long sleeve shirt.
- Grey bobby socks or black tights.
- Black school shoes.
- School tie, **available at school.**
- Petrol-blue V-neck jersey with badge, **available at school.**
- Navy blazer available at Woolworths, **badge available at school**

Sports and PT

- Black boxer or cycling shorts with long top.
- White t-shirts.
- Bathing Costume (no bikinis or two-piece costumes).
- Ski pants with long top (optional).
- Track Suit (optional) – navy or black.
- Sports Shoes (optional).

4. DRESS REGULATIONS – BOYS

The Headmaster and/or person designated by him/her shall have the final say in any matter regarding the interpretation of the following rules:

General

- No jewellery may be worn at any time.
- You will be responsive to helpful suggestions from any staff member.

Hair Styles

- Parents are requested to make sure that their sons have had a proper haircut **BEFORE** they return to school.
- The regulations are as follows:
 - The hair style must be generally short and tidy
 - The hair must not hang in the eyes
 - No outlandish hairstyles or colouring is permitted

School Uniform - Summer

- Long medium-grey flannel trousers.
- Open-neck short sleeve white shirt, **available at school.**
- Grey socks.
- Black school shoes

School Uniform - Winter

- Long medium-grey flannel trousers.

- White long sleeve shirt.
- Black school shoes.
- School tie, **available at school.**
- Petrol-blue V-neck Jersey with badge, **available at school.**
- Navy blazer available at Woolworths, **badge available at school.**

Sport and PT

- Black boxer shorts.
- White T-shirt.
- Bathing Costume.
- Sports Shoes (optional).
- Track Suit (optional) – navy or black.

5. FINANCIAL INFORMATION

5.1 GENERAL

A letter will be issued each year with the current school fee structure. Fees are payable annually, half annually, quarterly or over 11 instalments: January - November.

School accounts are payable in advance. Accounts will be sent home with the learner towards the end of each month. Payment by cash, cheque or internet-banking is due before the 7th working day of the appropriate month (i.e. Period 2/11 is due by 7 February; Period 3/11 is due by 7 March etc).

Accounts which are not kept up-to-date and where satisfactory arrangements have not been made, will result in the learner's report being withheld at the end of the term. Parents who have not settled the previous term's fees by the beginning of the new term, will not qualify to have their child/ren return to school until satisfactory arrangements have been made with the Management Committee.

If accounts have not been settled in full by the end of the year, parents will be asked to withdraw their child/ren.

A discount, when there is more than one child attending from the same home, is applicable.

Due to the prevailing uncertainty of economic conditions, all charges listed may be altered, by action of the School Board, with a minimum of one month's notice.

In the case of the planned withdrawal of a learner one month's notice is required. Failing to give notice, the parent will be liable for that month's fees. Credit balances are refunded 30 days after withdrawal.

A non-refundable admission fee will be charged for every application to the school.

A Learner deposit will be payable upon acceptance of a learner and will be refunded should the learner matriculate at this school.

Tuition Fees **DO NOT** include school uniform, textbooks or stationery. These items will be charged on account.

Boarding and Music fees are payable to Helderberg College.

A learner is responsible for any breakages or damage which he/she causes to school property.

Parents should ensure that learners' personal effects are covered by insurance. The High School **does not accept** responsibility for loss or damage due to any cause.

5.2 SCHOOL FEE STRUCTURE

(The School Fees will be supplied on a separate form.)

- The school fees for the year are divided into 11 monthly instalments. The charge for school fees will appear on your account as follows:

(1st month's payment of 11 instalments)

- School Fees are payable **in advance**.
- **THE FIRST PAYMENT IS DUE BY THE FIRST DAY OF SCHOOL AND CAN THEREFORE BE PAID IN DECEMBER. THE SECOND PAYMENT IS DUE AT THE END OF JANUARY.**
- The first statement will be sent out within the first two weeks of school and will reflect the following information:

Fees Per 1/11 (January) which SHOULD reflect a NIL balance (pre-paid during December or on the first day of school).

Fees Per 2/11 (February) which are due at the end of January.

OR

- Discount available:
 - 10% discount if school fees are paid in full for the year, by the end of January.
 - 5% discount if school fees are paid in full for half the year, within the 1st week of school.
 - 2½% discount if school fees are paid quarterly, on the 1st day of school.

- Accounts not settled within 60 days will be charged interest at 2% per month.

6. FIRE EQUIPMENT

The fire equipment on the campus is for emergency use only. No pupil may use this equipment on any other occasion unless he/she has permission from the school management or the fire chiefs. Any pupil using the fire equipment without permission is subject to a fine.

7. ILLNESS

All minor injuries and complaints of resident pupils will be dealt with by the relevant residence deans. During school hours pupils may consult with the designated first-aid teacher. In the event of major injuries or medical care, parents will be notified, and in the case of boarding pupils, residence deans in consultation with the Principal and with the permission of the parents, will refer the individual to a local doctor.

8. MUSIC TUITION

Helderberg College Music Department offers the following programme to High School pupils:

- Piano and voice lessons are available. Arrangements should be made with the College Music Department.
- Practise facilities are available in the music building.
- Pupils not taking music are not allowed in the music building.

9. RECREATION

Extra-mural activities

Attendance of house (Helde or Bergie) sporting activities as arranged by the school for one afternoon per week is compulsory for all pupils.

10. SOCIAL RELATIONS

General

Helderberg High School endeavours to uphold high standards of decorum and good taste on campus. While ample opportunities are given to pupils to associate freely, they are also encouraged to bring out the best in themselves as well as in their friends. Pupils walking or sitting with arms about each other, embracing, or indulging in similar forms of physical expression of affection on campus, in cars, lobbies, and other public places, exhibit poor taste and such behaviour appears inappropriate and unbecoming. A pupil who fails to show self-restraint and maturity in these matters will be counselled with and will be subject to discipline, and if a pupil persists in this type of immature behaviour, he or she may be asked to withdraw from the school.

11. STUDENT REPRESENTATIVE COUNCIL

A Student Representative Council is appointed to help maintain order in the school and to serve as a link between the Principal, Teachers and Pupils. The Principal may increase or decrease the number as circumstances dictate.

The Council consists of:

Senior Council Members

Ten Senior Council Members, five boys and five girls in Grade 12 are elected.

12. SUBJECTS OFFERED

Grade 8 & 9

Bible	
English	Home Language or 1 st Additional Language
Afrikaans	Home Language or 1 st Additional Language
MLMMS	Mathematical Literacy, Mathematics
NS	Natural Sciences
SS	Social Sciences
EMS	Economic & Management Sciences
A & C	Arts & Culture
TECH	Technology
LO	Life Orientation
KB	Keyboarding

Grade 10 - 12

English Home Language	OR	English 1 st Additional Language
Afrikaans Home Language	OR	Afrikaans 1 st Additional Language
Mathematics	OR	Mathematical Literacy
Life Orientation		
Science	OR	CAT
Biology (Life Science)	OR	Art - Design
Geography	OR	Accounting
Business Studies		

13. SUBJECT CHOICES FOR MINIMUM REQUIREMENTS FOR ADMISSION TO HIGHER CERTIFICATE, DIPLOMA AND BACHELOR'S DEGREE

Higher Certificate

The minimum admission requirement is a National Senior Certificate (NSC) as certified by the Council for General and Further Education and Training (UMALUSI).

Institutional and programme needs may require appropriate combinations of recognised NSC subjects and levels of achievement. For example, an institution may determine that a Higher Certificate in Architectural Design requires in addition to the NSC a specified level of attainment in Design and associated recognised subject.

Diploma

The minimum admission requirement is a National Senior Certificate (NSC) as certified by Umalusi with an achievement rating of **three** (Moderate Achievement, 40 – 49%) or better in **four** recognised NSC 20-credit subjects.

Institutional and programme needs may require appropriate combinations of recognised FETC subjects and levels of achievement. For example, a Diploma in Datametrics might require a pass at a prescribed level in Mathematics or Information Technology.

Bachelor's Degree

The minimum admission requirement is a National Senior Certificate (NSC) as certified by UMALUSI with **an achievement rating of 4** (Adequate Achievement, 50 – 59%) or better in **four** subjects chosen from the following recognised credit NSC subjects (which will be known as the designated subject list):

- Accounting
- Business Studies
- Economics
- Geography
- Languages (one language of learning and teaching at a higher education institution and two other recognised language subjects)
- Life Sciences
- Mathematics
- Mathematical Literacy
- Physical Sciences

Satisfactory Achievement in **four** designated NSC subjects provides the primary basis for admission to a Bachelor's Degree programme. An institution is entitled to specify an appropriate level of subject achievement for a particular programme. For example, Mathematics and Physical Sciences might be considered as requirements for admission to a Bachelor's Degree in Science.

14. SWIMMING POOL

Please adhere to the swimming times and swimming pool regulations as stipulated on the gate of the swimming pool.

15. TRANSPORT

A nominal fee is charged for transport to and from the school.

16. TUCK SHOP

The Snoepie (High School tuck shop) sells refreshments as indicated at the tuck shop.

17. VALUABLES

Learners are advised to **NOT** bring any valuables to school. Resident learners are advised to **NOT** keep any valuables in their rooms. The school will not take responsibility for any valuables which get lost at school.

18. VEHICLES

- Resident pupils are not allowed to have motor cars or motor cycles on campus.
- Day pupils (including campus residents) coming to school by motor cycle or motor car must submit a copy their valid driver's licence at the High School administration office.
- No unlicensed driver is permitted to drive on the campus.
- Note and apply the speed restrictions as posted.

- Only roadworthy and licensed vehicles may be used on campus roads.
- Please keep to the zones listed for parking.
- Please note the **NO PARKING** and **NO STOPPING** zones (indicated by road signs or yellow lines).
- Learners are not allowed to carry any other learners in their cars or motor cycles without written permission from both sets of parents.