

2021 SPARK High School Need-to-Know Guide

School Location

SPARK Randburg is located at 388 Main Ave, Randburg. The school has a second gate 389 Pine Ave.

School Hours

The first day of school for scholars is 18 January 2021.

On regular days (Tuesday-Friday), school begins at 7:30am and finishes at 4pm for all grades.

On minimum days (every Monday), school begins at 7:30am and finishes at 1:30pm for all grades.

Arrivals

School gates open for arrivals at 7:00am daily. All scholars must arrive using the Main Ave entrance. Parents and transport drivers must have their SPARK Randburg High placard visible to enter the school gates. Parents and transport drivers must turn left **ONLY** from Main Ave to enter the gates and turn left **ONLY** to exit the gates. Parents and transport drivers must follow the flow of traffic and remain in the vehicle at all times. At 7:30am Main Avenue gate will be closed, and all tardy scholars need to report to Pine Avenue to be screened and marked on the attendance register.

Dismissals

Dismissal occurs from 3:55pm to 4:10 on regular days and 1:30pm to 1:45pm on minimum days.

To manage traffic, grade 10 scholars and transport drivers must pick-up scholars during dismissal at the Pine Ave gate. All other scholars must be picked up on Main Ave. Parents with scholars in multiple grades must use the Main Avenue. Parents and transport drivers must turn left **ONLY** from Main Ave to enter the gates and turn left **ONLY** to exit the gates.

Parents who would like to request permission for their child to walk to and from school must complete the [Self-transport form](#).

Placard Pick-up

Parents must pick up their child's placard, which is used to enter the school gates during arrivals and dismissals before the school year begins. Parents or guardians may only be issued a placard if they are on the SPARK account for that specific scholar. Placards for returning and newly enrolled students will be available for pick-up 13-15 January 2021 from 8am to 3pm. Parents are **NOT** permitted to use placards from previous school years.

Learning Offerings

To accommodate all SPARK families during the COVID-19 pandemic, SPARK Randburg High School offers the following learning options:

1. 50% In-Person Learning and 50% Remote Learning (online or offline)

Scholars who choose to attend in-person will be required to attend school physically on cohort days and attend school remotely on non-cohort days to ensure all appropriate social distancing.

Half of each grade will be assigned to Cohort A while the other half is assigned to Cohort B. In-person attendance will alternate such that Cohort A attends on one day, Cohort B attends on the second day, Cohort A attends on the third day, and so on. If cohort A was the last cohort to attend school at the end of a week or before a holiday, Cohort B will resume in-person attendance on the next school day.

When cohort A attends in person, cohort B will use the remote learning offering, participating in online learning through printed home learning packs. When cohort B attends in person, cohort A will access remote learning.

The first day of school for scholars is 18 January 2021 and will be a cohort A day. Scholars assigned to cohort B will begin on Tuesday, 19 January 2021. See the cohort schedule for the week of 18 January and 25 January below:

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1 - 18 Jan	Cohort A: In Person	Cohort B: In-Person	Cohort A: In-Person	Cohort B: In-Person	Cohort A: In Person
	Cohort B: Remote	Cohort A: Remote	Cohort B: Remote	Cohort A: Remote	Cohort B: Remote
Week 2 - 25 Jan	Cohort B: In-Person	Cohort A: In-Person	Cohort B: In-Person	Cohort A: In-Person	Cohort B: In-Person
	Cohort A: Remote	Cohort B: Remote	Cohort A: Remote	Cohort B: Remote	Cohort A: Remote

2. Remote Learning (Online)

Scholars who participate through the online remote learning option will have access to live lessons as indicated on their timetable. The lesson presentations will be saved on the online platform for reference at any time.

Scholars will also have access to academic content online that includes videos and interactive lessons. Scholars will be assigned work to complete and receive feedback on that work through the online learning platform.

3. Remote Learning (Home Learning Packs)

Scholars who access remote learning offline will receive hard copies of the lesson presentations educators use in the classroom every day. The presentations will include examples and work to be completed. Work is to be submitted one of the following ways:

- Drop off on Tuesdays during the pick-up for the following week
- Send to the educator WhatsApp group
- Upload on itslearning
- Email to specific educator

Scholars will receive educator feedback in the same manner in which they submit the work.

Scholar Specific Information

Parents will receive an email specific to their child that will include the following information:

- Cohort Assignment
- House Assignment
- Online Learning Platform login details
- Individual Scholar Timetable
- Instructions on how to login and participate online

Grade 10 Subject Selection

New Grade 10 scholars who need to complete the subject selection form should complete the [Subject Choice Form](#) to ensure placement in the correct courses. Those who would like to request a change to previously selected subjects are NOT to use the Subject Choice Form. Change requests must be made via email to the school at randburghigh@sparkschools.co.za.

Textbooks

Scholars who attend school in person will have access to textbooks while in school.

Every scholar who participates remotely offline (paper-based packs) will be loaned (at no charge) textbooks for home use to be returned to the school in excellent condition at the end of the school year or when the scholar returns to school. Scholars who attend in-person on cohort days and access paper-based packs on alternating days may pick up their textbooks when they arrive at school on their first in-person day. Textbook pick-up for scholars who access paper-based packs every day is on Tuesday, 19 January at SPARK Randburg High School between 8:30am and 1:00pm. Due to limited availability, textbook Loan Pickup is ONLY for scholars who participate in the remote offline learning offering.

Stationery and Other Resources

Parents must supply consumable stationery such as pens, pencils, rulers, math sets and erasers for use at home and school. Scholars will also require a scientific calculator to be used at home and school, as indicated in the [Parent and Family Handbook](#).

To avoid sharing and minimise transmission of COVID-19, scholars attending in person will be required to bring earphones, pods or buds daily for use during in-school online activities.

The school will issue workbooks to scholars in each subject for use both at home and at school. Scholars attending in-person will be given workbooks while at school. Scholars attending remotely, either online or offline, will need to pick up their workbooks any Tuesday on or following 15 January between 8:30am and 1:00pm.

Uniforms

SPARK Randburg High's uniform is a blue SPARK Schools golf shirt and khaki pants/skirts with black takkies. Parents can purchase the uniform at School and Leisure. Masks are required at all times. Scholars are required to be dressed in full uniform when attending school in person.

When attending school remotely, scholars are not required to dress in school uniform. However, scholars must wear a neat, full-length t-shirt with sleeves or golf shirt with denim jeans or smart pants/skirts. Scholars should be dressed appropriately enough to turn their cameras on at any time for full participation in discussions, presentations or class assignments.

Extracurricular and Study Hall

Study Hall is offered from 4:00pm - 5:30pm. Scholars who are picked up late will incur late pick-up fees as per the Study Hall contract.

Enrolment in Study Hall can be arranged by calling the school at +27 10 593 4752 or emailing at randburghigh@sparkschools.co.za.

Questions?

If you have questions about any of this information, please call the school phone number at +27 10 593 4752 or email randburghigh@sparkschools.co.za.
