



10 April 2020

Dear Lebone II Community

Update Notice: Closure of Lebone II – College of the Royal Bafokeng under South African Government State of Disaster Lockdown, due to COVID-19 Pandemic

We trust that you and your families are keeping safe and coping well during the lockdown, as implemented by the South African Government, from midnight on 26 March 2020. We are indeed living in unprecedented times, which bring both uncertainty and added concerns, and it is our sincere hope that you are managing well under these extraordinary circumstances.

Since the South African lockdown, and subsequent Botswana lockdown, were put in place after my last letter on 16 March regarding the school's closure, it is important that we update you on a number of pertinent items relating to our school's re-opening, the at-home academic programmes, and other relevant school matters.

1. Lebone II College Re-opening

As per the announcement by President Cyril Ramaphosa last night, the South African lockdown has been extended by an additional two weeks, and will end on 30 April. The Botswana lockdown will also continue through to 30 April. Since Friday, 1 May is also a South African public holiday we will notify you in due course about our re-opening date.

2. School Preparation for At-home Academic Programme

The school's closure and subsequent 3-week lockdown was in line with our original school schedule, in which we only lost two academic days. The school also put in place a firm at-home academic plan should the school not re-open for the second term due to a lockdown extension; this plan will now be rolled out as per the below.

Academic Packs: At the end of the first term each student was sent home with an academic pack, suited to their grade and subjects, which included study materials for each student to work on after the scheduled holidays, **from 15 April – 30 April 2020, which will now be implemented for the lockdown extension.**

Connectivity Survey: Over the past week a survey was sent out to all parents to assess our Lebone family's ability to access the internet and use a device from home for learning purposes. 659 responses were received, with 82% of families across our school indicating that they have internet connectivity at home. It is our commitment to make learning as easy as possible, and we will adjust our materials for families who do not have internet at their disposal.

Teacher/Class WhatsApp Communication: In order to communicate effectively with students and families regarding academic programmes, WhatsApp groups have been created as per the below:

Lower School: All communication will be sent out via Grade WhatsApp groups. Parents should already be part of these groups. Should you not be part of your Grade group please contact your child's Class Teacher.

Upper School: All communication will be sent out via Subject WhatsApp groups, specific to each grade. Your child should already be included in these groups. Should your child not be part of any of their subject groups please notify their tutor.

3. At-home Study Programme

From 15 April we ask that each Lebone student begin work on their At-home Study Programme. Please note the guidelines below:



Daily WhatsApp Communication: Class Teachers (Lower School) and Subject Teachers (Upper School) will send out a daily WhatsApp message outlining the work to be covered for that day. Teachers will also use the WhatsApp channel to notify students of Google Classroom sessions or other activities.

Teacher Support: Our teaching staff have spent a large portion of their holiday preparing for the At-home Study Programme, and are geared up to provide as much support as possible to students and families at this time. We are proud of how our academic staff have responded to this new challenge, and how they are adapting teaching methods and content to ensure that from 15 April, your child will 'return to school' and continue with their growth and learning through the At-Home Academic support programme.

Important Programme Guidelines and Teacher Contact Details: More study programme guidelines and contacts for relevant teachers follow in the Upper School and Lower School information documents at the end of this letter.

Parent Support: We are aware that the addition of an At-home Study Programme will put an added pressure on your family, and we recommend that you maintain a schedule that is suited to your own family and needs. There is no need to be anxious about your child's learning or worry that they are falling behind – our intention is to ensure that students are engaged in a daily routine of learning and take responsibility for their studies, and not that they be overwhelmed by an excessive amount of school work. We remain confident that we will catch-up with any outstanding school work on their return.

You can support your child in their studies, by ensuring that they have a suitable physical space where they can work, which is free from distractions, wherever possible.

Botswana Students: We are aware that the Botswana lockdown or subsequent developments may mean that our Botswana students may be unable to return to school on our re-opening date. We await further details on any changes, and assure you that our teachers will continue to support our Botswana students with an academic programme beyond 30 April should your lockdown period be extended.

4. Payment of School Fees

Lebone II College is a non-profit, public benefit organisation. As such, our annual budget is set up on a "break even" basis, and the College relies on our full fee recovery to meet our budgeted expenses. The school's Board of Governors will review the implications of an extended lockdown on our school finances.

School fees statements have been sent out as usual, and we ask that you honour your fee payments as per our fees policy. As per the usual procedures, should you have any challenges with your regular fee payment it is imperative that you inform the Finance Office timeously.

I thank you for your support as we enter the next few weeks, which are historic in our school's - and our country's history. I ask again that that you place your own family's health and safety first, and that of your immediate community, throughout this lockdown period, so that we may successfully 'flatten the curve' and welcome you back safely to the school at the soonest.

I would like to take this opportunity to wish our Christian community a happy and blessed Easter with your families. Please enjoy our school newsletter which is being distributed at the same time as this letter.

Best regards

Mr Melvin King
Executive Head



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UPPER SCHOOL - AT-HOME STUDY PROGRAMME Programme Guidelines and Contact Details

1. Programme Guidelines

Upper School Academic Packs

Before the close of school each student was prepared as per the below:

- Each student was issued with a Pacesetter (for each subject) - this is an outline of academic outcomes (per subject) per week where the students take ownership of their learning and helps them self-motivate in order to achieve the desired academic learning.
- Each student was signed up to a WhatsApp Group (for each subject), as well as for Google Classroom and/or Moodle accounts.
- Grade 11 and 12 students received USBs (memory sticks) with Portfolio Material (videos, powerpoint presentations and extra material).
- Should your child not have an academic pack please contact Deputy Head, Mme Marie Reynolds on the contact details below.

Teacher Support

- All US teachers are available daily from 07h30 to 15h30, as of 15 April 2020.
- Subject Teachers will send out a daily WhatsApp message outlining outcomes for the day in line with Pacesetters provided to each student per subject (where necessary).
- Subject Teachers will book pre-determined times to address whole classes via Google Classroom, Webex Meetings or Moodle.
- Tutors will check on their Tutees bi-weekly.

Recommended daily schedule

- Each student is to set aside between 4 – 6 hours daily (as required according to academic needs) between 07h30 and 20h00 each day.
- Students should not spend more than an hour at a sitting, with a 10-15 minute comfort break between sittings.

2. Contact Details

Academic Queries: Parents are advised to contact their children's Subject Teacher directly for clarity on any academic issues.

Technical Assistance: Parents are advised to contact their child's Grade Head for technical assistance.

Grade 8	Rre Elias Ditshwene	elias.ditshwene@lebonecollege.co.za (082) 785 2256
Grade 9	Mme Andiswa Mbangeni	andiswa.mbangeni@lebonecollege.co.za (083) 543 1275
Grade 10	Mme Anri Frey	anri.frey@lebonecollege.co.za (082) 403 5440
Grade 11	Mme Amanda Goosen	amanda.goosen@lebonecollege.co.za (082) 967 0608
Grade 12	Mme Alet Georgalli	alet.georgalli@lebonecollege.co.za (079) 801 0959



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Information on Academic Packs:

Deputy Head - Academics	Mme Marie Reynolds	marie.reynolds@bafokeng.com (071) 864 5240
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Counseling support:

Counsellor	Rre Anton Reynolds	anton.reynolds@lebonecollege.co.za (083) 280 3071
Counsellor	Dr. Heidi Human	heidi.human@lebonecollege.co.za (084) 556 3576

Pastoral support:

Deputy Head - Pastoral	Rre Luciano Antonio	luciano.antonio@lebonecollege.co.za (082) 306 3150
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LOWER SCHOOL - AT-HOME STUDY PROGRAMME Programme Guidelines and Contact Details

1. Programme Guidelines

Lower School Academic Packs

- Before the close of Term 1 each student was issued with an academic pack which contained the school work to be completed between 15 and 30 April 2020. Should your child not have an academic pack please contact your child's Class Teacher.

Teacher Support

- All Class teachers are available daily from 07h30 to 14h30, as of 15 April.
- Class teachers will send details for specialist subject teachers (Setswana, IT and Afrikaans) on the WhatsApp group, so that parents can contact these teachers, if required.

Recommended daily schedule

- Class Teachers will send out a daily WhatsApp message outlining the agenda for the day in line with the academic packs provided to each student.
- The WhatsApp message will include the recommended timeframe for the work to be completed, as well as the expectation for students and parents each day.

2. Contact Details

Academic Queries: Parents are advised to contact their children's Class Teacher directly for clarity on any academic issues. Further academic queries may also be addressed with the relevant Head of Department, as per the below.

HOD: Grade R-3	Mme Michelle Birks	Michele.Birks@lebonecollege.co.za (082) 314 0618
HOD: Grade 4-7	Mme Ursula Venter	ursula.venter@lebonecollege.co.za (082) 926 3699

Counseling support:

Counsellor	Mme Gikmah Pieterse	Gikmah.Pieterse@lebonecollege.co.za (081) 574 6912
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Pastoral support:

Deputy Head – Lower School	Mme Petra Marais	Petra.Marais@lebonecollege.co.za (082) 781 3301
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