



WOODRIDGE
COLLEGE AND PREPARATORY SCHOOL

SINCE
1936

OFFICE OF
COLLEGE HEADMASTER:
derek.bradley@woodridge.co.za

9 December 2020

Dear Parents

Important Information for Start of the 2021 Academic Year

We look forward to a less disrupted academic year in 2021.

2020 was a year filled with challenges and interruptions. We were fortunate to have almost everybody back on campus for an extended period, which then allowed us to write out examinations having completed the curricula in all grades. I would like to acknowledge staff, pupils and parents for the manner in which they dealt with the changes to the programmes.

Our calendar for 2021 has been discussed and planned and we will proceed as if everything is going to happen according to what has been scheduled. Obviously, we will monitor the COVID situation and be guided by the Departments of Health and Education. We will not be back to “business as usual” but we will certainly be working towards our core business of providing young people with experiences in the classroom and beyond. Protocols remain in place and the “how” will be adapted. The calendar will be available on the Engage platform for both parents and pupils to peruse.

The health and safety of our Woodridge community is most important. The prevalence of COVID and the changing levels of the spread of the virus may necessitate the change to programmes and/or dates. We would encourage all members of the Woodridge community to support the national call to limit infections during the festive season.

We would ask that pupils and parents adhere to the protocols when they are on campus and this would necessarily include the correct wearing of masks and observing the correct social distancing rules. We will provide information on a regular basis via our communication platform, ‘Engage’. The latest version of the COVID protocols will be uploaded onto the school website and a copy circulated to all parents and pupils before the start of the new academic year.

- **Please find attached for ease of reference a list of important dates and information to assist in navigating the first weeks of 2021.**

We wish everyone a wonderful festive season and we look forward to an exciting 2021.

Yours sincerely

Derek Bradley
College Headmaster
For and on behalf of College Management



WOODRIDGE
COLLEGE AND PREPARATORY SCHOOL
more than a school...an experience

IMPORTANT INFORMATION:

THE COLLEGE

NEW ACADEMIC YEAR: 2021

COMMUNICATION:

The Engage Parent Portal was rolled out in 2020 and is our primary source of communication. All parents and pupils should have their login details for their Portals. The APP is available for parents to download to their mobile devices and functions as a school only mail box and calendar containing up to date sports fixtures and events and important documents and policies. There are a number of forms which can be filled out via the portal daybook section, for example: Bus hopper requests, Boarding Exeat, Excuse notes, Music forms etc. User guides will be uploaded to your documents and circulated to you before the start of term 1, 2021. Please ensure you mark the noreply@woodridge.co.za <mailto:noreply@woodridge.co.za> address - **as a safe** sender and not junk).

ORIENTATION:

The 2021 Orientation will be done via a virtual platform, Further details will follow in the new year.

DRESS CODE:

We would ask that all pupils arrive back neatly attired in their Number 1's. The boys need to ensure that their hair is cut and styled according to the guidelines in the code of conduct. Boarders who catch flights into Port Elizabeth must be dressed in their 'Number 1's'.

BOARDERS: TUESDAY, 12 JANUARY 2021

Boarders to return to campus Tuesday, 12 January 2021 between 14:30 and 17:00 dressed in their "Number 1's".

NEW BOARDERS: TUESDAY, 12 JANUARY 2021

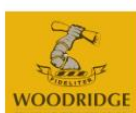
New Boarders report to Reception at **14h00**, thereafter they will be directed to their boarding houses. Orientation will have been done on a virtual platform prior to arrival. New Boarders should arrive in their formal uniform. (Number 1's)

DAY SCHOLARS AND SCHOOL COMMENCEMENT: WEDNESDAY, 13 JANUARY 2021

Day scholars return to school Wednesday, 13th January 2021 and School for the first term begins for all scholars. Scholars are to be dressed in their "Number 1's" uniform for the first day. We will start the first day of school with an outdoor assembly. This will include the **Induction Ceremony of the 2021 Prefect body.**

EXTRA-MURALS / SPORT COMMENCES: WEDNESDAY, 13 JANUARY 2021

Sport commences on the first day of term, so we would expect pupils to arrive with the appropriate kit for their chosen summer sport. Mr Gerber will provide the extra-mural time table and further details by Tuesday, 12th January, 2021.



More than a school...an experience

TERM 1 GRADE CAMPS: WEDNESDAY, 27th to FRIDAY, 29th JANUARY 2021

Grade 8 – Woodridge / Falcon Rock
Grade 9 Girls – Bush craft camp Lilly Pad pond
Grade 9 Boys –Bergrivier Expedition
Grade 10 – van Stadens / Gamtoos River Expedition
Grade 11- Brintjieskraal / Kudu Khaya
Grade 12 – Camp Leaders (This group will be the camp leaders for the other Grade camps).

** Mr Teeton will provide details in the first week of term. We are encouraging pupils to use single tents *unless sharing with a dorm mate* to minimize any risk due to COVID. It would be a good idea for parents to look at either purchasing or borrowing from family/friends.

** *full camping “kit list” has been emailed to all parents.*

SCHOOL SHOP - UNIFORMS: 7th to 12th JANUARY 2021

Ahead of the start of the new academic year 2021, the Clothing Shop will be opened on the following days:

Thursday, 7th January: 08h30 – 14h30

Friday, 8th January: 08h30 – 14h30

Monday, 11th January: 08h30 – 16h00

Tuesday, 12th January: 08h30 – 16h00

** Appointments for the purchase of new uniforms is essential and should be made by contacting Mrs Anne-Marie Botes or Miss Tercia Davids during the above shop hours.

Phone: 041 492-2406

Emails: annemarie.botes@woodridge.co.za and tercia.davids@woodridge.co.za

STAFF, RECEPTION AND ADMIN: MONDAY 11th JANUARY 2021

Staff return and Admissions and Administration staff will be available from 09h00am.

FINANCE & MARKETING DEPARTMENT: MONDAY 4th JANUARY 2021

Can be reached on 041 492 2446 until Friday, 11th December 2020 when they will be closing for the holidays, reopening Monday, 4th January 2021.

IMPORTANT CONTACTS:

Admissions: Admissions can be reached via email on the following email addresses:

melanie.darlow@woodridge.co.za

Day Scholar buses: Any changes to your child's transport arrangements on a particular day should be emailed before midday to:

College: stephanie.els@woodridge.co.za

Prep: lizaan.stamos@woodridge.co.za

Absentees: Should your child be absent from school an excuse note should be filled out on the Engage portal. If there are any issues with Engage, the notification should be emailed before 08h00am to:

College: stephanie.els@woodridge.co.za

Prep: lizaan.stamos@woodridge.co.za

Account queries: Contact Ranel on accounts@woodridge.co.za; 041 492 2446

Sanatorium: sanatorium@woodridge.co.za; 041 492 2407

PA to College Headmaster:

lindi.clephane@woodridge.co.za



More than a school...an experience