

Tom Newby School

Policy Document



Language Policy

TOM NEWBY SCHOOL
LANGUAGE POLICY

Date Approved by SGB	Still to be ratified
Date of 1st Implementation	August 2009
Date of amendment	August 2013; November 2016; November 2017; February 2019; November 2022
Effective date	1 January 2023
Date of Next Review	January 2024
Approved by	The School Management Team and School Governing Body
Custodians	Principal and SGB Chairperson
References and Legislation	<ol style="list-style-type: none"> 1. South African Schools Act No. 84 of 1996 2. Constitution of South Africa, Act No. 108 of 1996 3. Gauteng Schools Education Act, No 6 of 1995 4. National Education Policy Act No. 27 of 1996. 5. Language in Education Policy in terms of Section 3 (4m) of the National Education Policy Act No. 27 of 1996 6. Manifesto on Values, Education and Democracy. Pretoria. 2001 7. Language Policy for Public Schools – Government Notice 1701 in Government Gazette No. 18546 on 19 Dec 1997. 8. Incremental Introduction of African Languages: Draft Policy 2013 9. National Education Policy Act 27 of 1996
Application and Scope	<ol style="list-style-type: none"> 1. Principal 2. Parents, including the School Governing Body 3. Educators, including the School Management Team 4. Learners

Contents

Preamble and Purpose of the Language Policy	4
Application and Scope of the Policy.....	4
Principles of the Language Policy.....	4
Official Language.....	5
Aspects of the School’s Language Policy	6
Spoken Communication	6
Written Communication	6
Roles and Responsibilities.....	6
The School Governing Body	6
School Management Team	6
Educators	6
Learners	7
Conclusion.....	7
Signatures	7
Appendix 1: Acronyms	8
Appendix 2: Definitions.....	9

1. **Preamble and Purpose of the Language Policy**

The main purpose is to ensure that learners are not disadvantaged by being forced to learn in a language not spoken or understood by the majority. This policy will ensure that the school makes the right language choices to ensure the best possible development of learners in the school.

Further, This Language Policy Document should be seen as part of a continuous process that operates within the following paradigm, where the policy:

- recognises our language and cultural diversity, and therefore promotes multilingualism;
- promotes non-racism and makes possible communication across communities irrespective of their colour, language or religion;
- promotes respect for different cultural backgrounds and languages other than one's own;
- redresses the neglect of languages disadvantaged before democracy in school education
- raises the dignity and status of formerly disadvantaged languages;
- minimizes the gap between home language and the language of learning and teaching (LOLT).

Tom Newby School recognises the importance of multilingualism and multiculturalism.

2. **Application and Scope of the Policy**

This policy applies to the entire school; the SGB, school management, educator staff and the learners.

3. **Principles of the Language Policy**

- 3.1 No form of racial discrimination may be practised in applying the language policy arrived at in accordance with all legal procedures.
- 3.2 A learner in a public school shall have the right to instruction in the language of his or her choice where this is reasonably practicable (this is explained below).
- 3.3 Language ability tests may not be used as an admission requirement to learners at any public school.

4. Official Language

4.1 The decisions regarding the official language and the other languages offered by the school are made by the parent body of the school, in keeping with the law and in consideration of what is “reasonably practicable”.

“Reasonably Practicable” takes into consideration issues like:

- a. the demographics of the school (the school population);
- b. the profile of the learners and their language needs;
- c. the choice of languages made by the School Governing Body as the language policy of the school;
- d. the number of learners who choose to be taught in a particular language; and
- e. the resources that the school has to offer the languages that have been selected.

4.2 The SGB, with the parent body, have determined that the Language of Learning and Teaching (LOLT) is English:

- a. All learners shall learn at least two approved languages as a subject in Grade 1, Grade 2 and Grade 3. At Tom Newby School an African language (Zulu) has been introduced in Grade 1 as a pilot project in support of the Incremental Introduction of African Languages initiative of 2013 (IIAL).
- b. At Tom Newby Primary School, English is selected as the Home Language (HL) and Afrikaans is selected for the First Additional Language (FAL). This decision is based on the subject choices offered at local feeder High Schools.
- c. HL and FAL shall, where reasonably practicable, receive equitable resource allocation.
- d. The IIAL language (Zulu) shall not receive equitable time allocation until further information has been received from the Education Department, or, until it has been determined that the project requires additional time.
- e. The promotion requirements and level achievement required for promotion that apply to HL and FAL shall be determined by the Gauteng Department of Education. The IIAL is not used for promotion purposes.

5. **Aspects of the School's Language Policy**

5.1 **Spoken Communication**

All meetings in the school will be conducted in the LOLT. However, where a translator is required, the school and the parent can work together to arrange for the services of a translator.

All verbal feedback to parents regarding their children's progress will be conducted in the LOLT.

5.2 **Written Communication**

All correspondence will be through the medium of English, except when Afrikaans is being taught.

6. **Roles and Responsibilities**

6.1 **The School Governing Body**

The SGB is mandated to develop the Language Policy of the school in accordance with legislative framework. The SGB approves and adopts the policy and monitors the implementation of the policy in school.

6.2 **School Management Team (SMT)**

The SMT implements the policy.

The SMT reports to the SGB through the Principal regarding implementation and any challenges or unforeseen events relating thereto.

6.3 **Educators**

- Educators will adopt the role of facilitators - guiding, allowing and encouraging the learners to discover the world of language and communication for themselves.
- Educators will strive to apply the integrated communicative approach which involves, among others, using diverse teaching/facilitation methods to inspire the minds of their learners, the presentation of genuine source material to make the study of language relevant and meaningful, and to assist learners to develop their communication skills.
- Educators will use the LOLT in class, except when Afrikaans or Zulu is being taught. Learners must respond in the LOLT in order to improve their command of the LOLT.



6.4 Learners

- Learners are to commit themselves to the multilingual culture of the country and do their best to achieve proficiency in the languages offered by the school.
- Learners must use all opportunities to improve language skills in the LOLT.
- While learners may communicate in their language of choice outside the classroom, they are encouraged to use and socialise in the LOLT to enhance their LOLT skills.
- Use of a language that is understood by all or the majority of persons engaged in a conversation is encouraged to foster respect and effective communication.
- The language adopted for communication, formal or informal, should not be used as a means to exclude or intimidate another person – adult or child.

7. Conclusion

The school will at all times endeavour to ensure that its systems cater for the requirements necessary to implement the policy. The school will always endeavour to appoint suitably qualified educators to implement this policy.

Signatures

Recommended by: (Principal)	G Mynhardt	Signature:	
Date:	25 January 2023		
Approved by: (SGB Chairperson)	A Naicker	Signature:	
Date:	25 January 2023		
Verification by GDE: (District Director/IDSO)		Signature:	
Date of Verification:			
Certified by :		Signature:	
Date:			

Appendix 1: Acronyms

SBST	School Based Support Team
TNS	Tom Newby School
HOD	Head of Department
MEC	Member of the Executive Council
SASA	South African Schools Act
GDE	Gauteng Department of Education
LOLT	Language of Teaching and Learning
SGB	School Governing Body
sms	Short message service
HL	Home Language
FAL	First additional language
SAL	Second additional language

Appendix 2: Definitions

Learner	Any person registered to receive education at the school
District Director	Means the officer of the department responsible for the administration of education
Language of teaching and learning	Is used to describe the predominant language used to present the curriculum. At TNS this is English.
Home language	The language assumed to be predominantly spoken at home and the language that informs the LOLT.
First additional language	A second language, taught formally, and assessed for promotion requirements. At TNS this is Afrikaans.
Second additional language	A third language, taught to provide conversational skills but not formally assessed and not used for promotion purposes. At TNS, this is Zulu.
Head of Department	Means the head of an education department
Parent	‘parent’ means— (a) the biological or adoptive parent or legal guardian of a learner; (b) person legally entitled to custody of a learner; or (c) the person who undertakes to fulfil the obligations of a person referred to in paragraphs (a) or (b) towards the learners education at school
Principal	Means an educator appointed or acting as the head of a school
School Governing Body	Means the relevant body responsible for Governance issues
“the School”	Refers to (Name of school)
Freedom of conscience	Refers to the freedom of an individual to consider a fact, point of view or thought independent of others.
Religion Education	Describes a set of curriculum outcomes which define what a learner should know about that religion
School day	Refers to that portion of each day in which it is compulsory for teachers and learners to be at school. It entails the 7 hours contact time that is expected of educators and learners , including breaks, compulsory activities, assembly and extramural activities