



Education Incorporated Boutique School

Independence | Integrity | Influence

ORIENTATION

for

in

Grade 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11

Table of Contents

Chapter	Topic	Page	Grade	Person Responsible	Completed
1	Introduction	3	N/A	N/A	N/A
2	School Values	4	6 - 12	Mr. Singh	Signature & Date
3	Houses	7	4 - 12	House Teacher	Signature & Date
4	Classrooms and Spaces	8	4 - 12	Mr. Morrison	Signature & Date
5	Teachers and Staff	12	4 - 12	Mrs. Ostrowich	Signature & Date
6	Classmates	15	4 - 12	Phase Head	Signature & Date
7	Prefects	17	4 - 12	Longest standing prefect	Signature & Date
8	Code of Conduct	19	4 - 12	Prefect	Signature & Date
9	Google Account	20	4 - 12	Mr. Kennedy	Signature & Date
10	Classroom Orientation	20	4 - 12	Mrs. van Schalkwyk	Signature & Date
11	Study Skills	21	7 - 12	Mr. Aitchison	Signature & Date
12	School Clubs	22	4 - 12	Club teacher	Signature & Date
13	What will people remember about you?	24	6 - 12	Mr. Aitchison	Signature & Date
14	Headmaster	25	4 - 12	Mr. Aitchison	Signature & Date

Introduction

Welcome to Education Incorporated! Affectionately known by everyone as EduInc.

You have completed your trial week and have been accepted into this amazing school. There are going to be many great times and many difficult time in the years to come and we would like to help you get ready for all of the new things you are going to encounter in your years ahead with EduInc.

The school orientation is an important part of your transition into EduInc; it is going to give you all the information you need to feel comfortable and feel part of the EduInc family.

When you have completed the orientation, you will be awarded your house shirt at assembly. You may then wear it on Fridays as you are formally welcomed to your house.

The orientation will take some time to complete, but you may work through it as quickly as you like.

Don't forget to ask your peers for help if you need it.

Good luck!

Regards,



Mr. Aitchison

(Headmaster)

School Values

Useful link: <https://educationincorporated.co.za/values.php>

EduInc has 5 core values that guide our decisions and behaviour.

1a What is value number 1?

1b How does this value relate to you and your behaviour?

1c Give an example or create a scenario where this value may be applicable to you?

2a What is value number 2?

2b How does this value relate to you and your behaviour?

2c Give an example or create a scenario where this value may be applicable to you?

3a What is **IQ**, **EQ** and **AQ**?

IQ	
EQ	
AQ	

3b How do these concepts relate to you and your behaviour?

4a What is value number 4?

4b What is “**Big Picture**” thinking?

4c Why is “Big Picture” thinking so important?

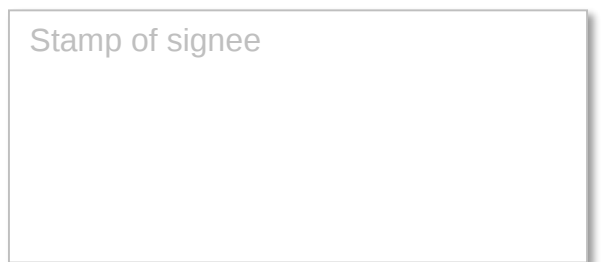
5a What is value number 5?

5b What does **respect** mean to you? How do you **show respect**?

5c What does **acceptance** mean to you? How do you **show acceptance**?

5d What does **tolerance** mean to you? How do you **show tolerance**?

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Houses

Useful link: <https://educationincorporated.co.za/houses.php>

EduInc has 4 houses. You have completed a test and, based on your personality, you have been placed in a house.

1 What are the names and colours of the houses?

House name	House colour
House name	House colour
House name	House colour
House name	House colour

2 Which house are you in? _____

3 What are the three words that characterize your house?

3.1	3.2	3.3
-----	-----	-----

4 How do you identify with or relate to these three words?

4.1 _____

4.2 _____

4.3 _____

5 Who are your house teachers? _____

6 How many house points have you earned in **total** so far?

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Classrooms and Spaces

EduInc talks about **classrooms**: places where the teachers give class, and **spaces**: places that teachers and learners use to work and play. We also have **offices**: places where administration staff work. Classrooms are called C1, C2, C3 etc. and the spaces are called by what they are used for, e.g.: The gaming cave, the music hut etc. Students may have a locker if they would like. Please apply at reception.

EduInc also has two main buildings: **top** campus and **bottom** campus. The **Headmaster's office** is in the top campus and **reception** is in the bottom campus.

There is one **boy's** bathroom, one **girl's** bathroom and the **teacher's** bathroom at the top campus. All the other bathrooms in the school are **unisex** and are used by everyone. It is your responsibility to **clean up after yourself** so that other people can use a clean bathroom.

Name all the offices, spaces and classrooms. List which staff member uses the space, Classrooms and offices.

Top Campus	
E.g. Headmaster's Office	Mr. and Mrs. Aitchison

Draw a map of the **top** campus with the **outbuildings** and **label** the offices, spaces and classrooms.

Draw a map of the **bottom** campus with the **outbuildings** and **label** the offices, spaces and classrooms.

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Teachers and Staff

EduInC has teachers, administration staff and custodial staff. You should get to know them, even if they don't teach you. Chat to them all and complete the table below.

Name	Where they work	What they do	Something interesting about them	Their worst food

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Name	Where they work	What they do	Something interesting about them	Their worst food

Stamp of signee

Classmates

EduInC typically has one class per grade. Chat to your classmates and get to know them a little, then complete the table below.

Name	Where they live	Their favorite subject	Something interesting about them	Their worst food

Name	Where they live	Their favorite subject	Something interesting about them	Their worst food

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Prefects

Useful link for prefect application: <https://educationincorporated.co.za/resources.php>

EduInc starts its leadership program in grade 8. I.e. Anyone from grade 8 to grade 11 can apply to be a prefect. It starts by talking to a current prefect and finding out what an EduInc prefect is and what is expected of you in a position of leadership. You then complete the online application which goes to the Headmaster of the school. The Headmaster will set up a prefect interview with you to discuss your application.

Chat to your prefects and get to know them a little, then complete the table below

Name	Grade	Years as a prefect	Why did they apply to be a prefect?	How do they describe their leadership style?

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Code of Conduct

Useful link to find the code of conduct and student cellphone policy:

<https://educationincorporated.co.za/resources.php>

<https://form.myjotform.com/90221001902538>

EduInc has an informal dress code at school, but that does not mean that we do not take pride in our school uniform. The student code of conduct will guide you in answering the following questions:

1. What jeans or shorts may you wear at school?

2. What does the Code of Conduct say about your hair?

3. What socks and shoes may you wear?

4. What jewellery may you wear?

5. What is the cell phone policy (electronic policy) at EduInc?

6. Under what circumstances may you leave the school property?

7. What do you do if you are having a problem or you need help?

8. What is EduInc's greeting practice?

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Google Account

Useful link: tiny.cc/EduIncgsuite

EduInc uses Gsuite to create and manage your school google account. You need to visit Mr Kennedy to generate the account and activate it.

Interesting fact: Your school google account has a “My Drive” tab where you can save your personal things. It has unlimited space! Your account has a “Shared Drives” tab with your folder in it that all the teachers can see. You can use this tab to save work and information in that you would like to share with your teachers in class.

Stamp of signee

Classroom Orientation

EduInc would like all its new students to complete a Classroom Orientation. This is a sheet that you take from class to class with you. You are required to give it to the teacher at the end of the class so that they can give you feedback on your class with them and what their expectations of you are in their classroom.

Mrs van Schalwyk is in charge of these forms and you need to give them to her every day after school. She will sign you off when she is happy with your classroom performance.

Stamp of signee

Study Skills

EduInC believes that there is a difference between learning and studying. We **learn** all the time, from the day we were born. We have to **study** to memorise information and then demonstrate our skills and knowledge in a certain way. EduInC teaches students how to study.

Follow these links to an interactive video questionnaire that you need to complete. The answers to the questionnaire go through to the Headmaster for marking.

Video Content	Link	Completed	Date
Study Skills Video 1	tiny.cc/sss01	Yes / No	
Study Skills Video 2	tiny.cc/sss02	Yes / No	
Study Skills Video 3	tiny.cc/sss03	Yes / No	
Study Skills Video 4	tiny.cc/sss04	Yes / No	
Study Skills Video 5	tiny.cc/sss05	Yes / No	
Study Skills Video 6	tiny.cc/sss06	Yes / No	
Study Skills Video 7	tiny.cc/sss07	Yes / No	
Study Skills Summary	tiny.cc/sss08	Yes / No	
Resources	tiny.cc/sss00	N/A	N/A

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School Clubs

EduInC has clubs as extra murals. These clubs are based on the teacher and students common interests. They are a great opportunity to meet other students and to see your teachers outside of the classroom.

Many of these clubs have different uniform items that are can be worn of Fridays that show your affiliation to your club.

We strongly recommend that you take part in at least one club, although many students take part in more than one.

What is the name of the club?	What does the club do?	When does the club take place?	Who is the teacher in charge of the club?

1. What club/s are you going to take part in?

2. What club do you think you may want to start at EduInc? Why do you think it would be a good club?

Stamp of signee

What is Your Legacy Going to be?

EduInC students have integrity, influence and independence. How do you show that you have these characteristics? Write about your thoughts on these characteristics and use examples where you can.

Integrity:

Influence:

Independence:

What is your legacy going to be when you leave EduInC? How do you want to be remembered by people? How are you going to leave your mark on the school and people around you?

Stamp of signee

Headmaster

The Headmaster wants to see how things are going at your new school. When you have completed the orientation and have all the signatures, email the Headmaster gershom@EduInc.co.za to ask for some time to have a conversation to complete the orientation process.

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