



# ALEXANDRA HIGH SCHOOL

Private Bag X6, Scottsville 3209  
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## TERM 4 - 2019

WEEK 1 – DAY 6 DUTY WEEK: F. ARMITAGE/N. NAIDOO

### OCTOBER

- Tue 1 SCHOOL OPENS  
Management Meeting  
Wed 2 Staff Meeting  
Thu 3 **EXAM TYPING DEADLINE**  
Life Science Prac Exams Grds 10, 11  
Fri 4 Staff Meeting  
Basketball vs Carter (H)  
Sat 5 Cricket vs Cumberwood (H)

WEEK 2 – DAY 1 DUTY WEEK: T.MLOTSHWA/T.NAICKER

- Mon 7 Management Meeting – 3 pm  
Tue 8 Girls Self defence class – 3pm – 4pm (TTR)  
Wed 9 Staff Meeting  
Alex vs Northdale (SA Coca Cola Schools T20)  
Fri 11 Senior Prize Giving Ceremony – 10.30am  
Sat 12 Cricket vs College (H)

WEEK 3 – DAY 6 DUTY WEEK: A.RAMCHURRAN/M.KAFESU

- Mon 14 Management Meeting – 3pm  
Life Orientation Prac Grd 10  
Tues 15 Matric Lunch  
Life Orientation Prac Grd 11  
Wed 16 Alex vs Hilton (SA Coca Cola Schools T20)  
Fri 18 Full Staff Meeting–Invigilation Training  
Boarder Christmas Dinner  
Basketball vs Linpark (H)  
Sat 19 Cricket vs HUB 2 (H)

WEEK 4 – DAY 1 DUTY WEEK: NY.XABA/F.ARMITAGE

- Mon 21 Management Meeting – 3 pm  
Tue 22 Finance Committee Meeting – Budget & Fees 2020  
Wed 23 **NATIONAL SENIOR CERTIFICATE EXAM BEGIN**  
Term 4 marks to Subject Heads  
Alex vs Wartburg (SA Coca Cola Schools T20)  
Thu 24 **INTERNAL EXAMS BEGIN**  
Term 4 marks to HOD's  
Fri 25 Management Planning 2020 Meeting  
Term 4 marks entered (except exams)  
Sat 26 Cricket vs HUB 3 (H)

WEEK 5 – DAY 6 DUTY WEEK: A.SITHOLE/A.THERON

- Tue 29 Governing Body Meeting – Budget & Fees 2020

### NOVEMBER

- Sat 2 Cricket vs Grace (H)

WEEK 6 – DAY 1 DUTY WEEK: U. ADIMULAM/A.RAMCHURRAN

- Sat 9 Cricket vs Treverton (A)

WEEK 7 – DAY 6 DUTY WEEK: M.KAFESU/T.MLOTSHWA

- Wed 13 GENERAL PARENTS MEETING - Budget & Fees 2020

WEEK 8 – DAY 1 DUTY WEEK: N.NAIDOO/ A.SITHOLE

- Mon 18 **INTERNAL EXAMS END**  
Wed 20 Exam Scripts checked  
Marks & comments entered  
Schedules Printed  
Thu 21 Report comments edited  
Promotion meeting: HOD's  
Print promotion schedules  
Fri 22 Reports completed on computer by Registrars

WEEK 9 – DAY 6 DUTY WEEK: N. NAIDOO/XY. XABA

- Mon 25 Reports completed on computer by HOD's  
Tue 26 **NATIONAL SENIOR CERTIFICATE EXAMS END**  
Reports printed & signed  
Full Staff Meeting for signing reports  
Wed 27 Reports copied & filed  
Fri 29 Staff Year End Function  
Sat 30 **NATIONAL SENIOR CERTIFICATE MARKING STARTS**

WEEK 10 – DAY 1 DUTY WEEK: A. THERON/M. KAFESU

### DECEMBER

- Wed 4 Reports distributed – 8:00 – 10:00  
**SCHOOL CLOSURES**  
Subject Dept A: Planning 2020  
Thu 5 Subject Dept B: Planning 2020  
Fri 6 **STAFF LEAVE**

Staff Report 13 January 2020  
Learners Report 15 January 2020