



HENDRIK KANISE COMBINED SCHOOL

SCHOOL YEAR PLAN -2020

TERM 3

WEEK	DAY	DATE	ACTIVITY	RESPONSIBILITY
WEEK 22	TU	07 July	SCHOOLS REOPEN	
	W	08 July	SMT meeting	Principal
	TH	09 July	Staff Meeting	Principal & SMT
	FR	10 July		
WEEK 23	M	13 July	Subject Committee meetings /Phase meeting	SMT/ Coordinators
	TU	14 July	Subject Committee meetings /Phase meeting	SMT/ Coordinators
	W	15 July	Subject Committee meetings /Phase meeting	SMT/ Coordinators
	TH	16 July	Career Day	
	FR	17 July		
WEEK 24	M	20 July		
	TU	21 July		
	W	22 July	SPORT	Sports Committee
	TH	23 July		
	FR	24 July		
WEEK 25	M	27 July		
	TU	28 July	SGB meeting	Chairperson & Secretary
	W	29 July	HOD Reports	HOD's
	TH	30 July		
	FR	31 July		
WEEK 26	M	03 Aug	Fin Comm Meeting Class visits start [Unannounced]	Fin Com
	TU	04 Aug		
	W	05 Aug	Class visits start [Unannounced]	SMT
	TH	06 Aug		
	FR	07 Aug		
WEEK 27	M	10 Aug	PUBLIC HOLIDAY	
	TU	11 Aug		
	W	12 Aug	SPORT	Sport Committee
	TH	13 Aug	Eco- school meeting	Eco- school coordinator
	FR	14 Aug		
WEEK 28	M	17 Aug		
	TU	18 Aug	Budget Cycle Starts	Fin Com
	W	19 Aug		
	TH	20 Aug	Section Budgets to Fin Com.	HOD's & Section Heads
	FR	21 Aug		
WEEK 29	M	24 Aug		
	TU	25 Aug	Submission of draft papers for moderation	Subject teachers& SMT
	W	26 Aug		
	TH	27 Aug	SPELL-A-THON	Language Committee
	FR	28 Aug	Finalise submission of draft papers for moderation HOD Report	Subject teachers& SMT HOD's
WEEK 30	M	31 Aug		
	TU	01 Sept	ENTREPRENEURS' DAY	Mrs Dyasi & EMS Classes
	W	02 Sept	Term tests start	SMT & Exam Committee
	TH	03 Sept		
	FR	04 Sept		
WEEK 31	M	07 Sept		
	TU	08 Sept		
	W	09 Sept		
	TH	10 Sept	Term tests end	SMT & Exam Committee
	FR	11 Sept		Clerk & Educators Sub-Committee
WEEK 32	M	14 Sept		
	TU	15 Sept	Finalisation of loading of marks on SASAMS Verification of schedules	Clerk & Educators Class teachers
	W	16 Sept	Reports printed & signed	SMT & Educators
	TH	17 Sept	Reports issued to parents	SMT & Staff
	FR	18 Sept	SCHOOLS CLOSE	