



HENDRIK KANISE COMBINED SCHOOL

SCHOOL YEAR PLAN -2021

TERM 3

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