



25 February 2026 Circular 3/2026

Dear Parents

I trust you are well and in good health.

STAFF MATTERS – FOUNDATION PHASE

Mrs Hattingh and her family will be emigrating to the Netherlands, and while we are saddened to say goodbye, we are grateful for the meaningful contribution she has made to our school community. We thank her for her dedication, care, and commitment to our learners, and we wish her and her family every happiness and success as they begin this exciting new chapter.

Following her departure, Mrs Masilela will be moving into the Grade 3 position. We are confident that she will continue to provide stability and quality teaching in her new role. In turn, we warmly welcome Miss Dreyer as our newly appointed Grade 1 teacher. We are pleased to have her join our team and look forward to the positive impact she will have in our Foundation Phase.

ACCOUNT PAYMENT REFERENCE

Parents are once again formally reminded that it is **mandatory** to use the correct account reference number when making any payments to the school. Your banking beneficiary details must reflect the unique reference number allocated specifically to your account.

A significant number of payments are still being received with incorrect, incomplete, or missing references. This creates unnecessary administrative delays, complicates the allocation of funds, and may result in misallocated payments or accounts incorrectly reflecting outstanding balances. The responsibility for ensuring that the correct reference is used rests with the payer.

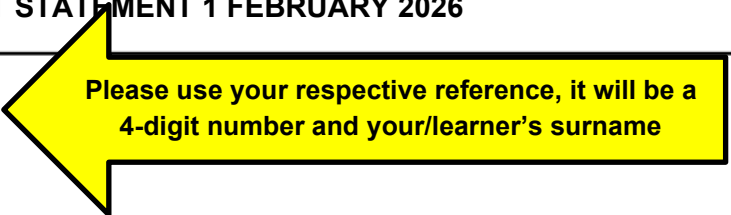
The correct reference number appears on the left-hand side of your statement, under the heading “**ACCOUNT STATEMENT ON ... 2026.**” This number must be captured **exactly as it appears** in the “Beneficiary Reference” field on your banking application.

Strict compliance with this requirement is non-negotiable and is essential to ensure accurate, timeous, and compliant financial record-keeping in accordance with the school's finance policy.

Example ONLY:

ACCOUNT STATEMENT 1 FEBRUARY 2026

Account reference: 1081 Grape



Please use your respective reference, it will be a 4-digit number and your/learner's surname

ASSESSMENTS AND EXAMINATION

In the Foundation Phase (Grade RR to 3), learners are assessed on a continuous basis. It is therefore essential that your child attends school every day to avoid missing important revision and assessment activities. Assessments will continue until 26 March, and regular attendance will support learners in achieving their best possible results.

Examinations for Grade 7 learners will commence from 12 March and for the Grade 4 to 6 learners, on 16 March. Learners will begin writing immediately after the register period at 7:30. Please note that learners who arrive late will not be permitted to enter the classroom once an examination session has started, as this disrupts those already writing. Late arrival will, unfortunately, result in the learner missing the examination.

The examination timetable will be posted on the D6 Connect app by 3 March 2026 for your convenience, and learners will also receive a hard copy. The final examination paper will be written on 25 March, and the school will close on 27 March for the upcoming holidays at 10:00, and we will reopen on 8 April 2026 at 6:30 for Term 2.

Should you have any questions, please feel free to contact us.

Kind regards



R Crause (Ms)

Director: Haakdoorn Academy