



Terms, Conditions and Procedures

Parental involvement

The parent is the child's first and most important role model, for this reason parents are encouraged to be involved in school activities.

Assessments

Progress reports will be issued in June and December.

Illness of children

Should your child be showing any signs of illness, please refrain from sending them to school.

As per health regulations, a child may not return to school within 24 hours after vomiting or having a fever.

Change of contact details

Please ensure that the school is notified immediately of any change of address or contact number.

Clothing

Please ensure that clothing is comfortable and correctly sized. Tight clothing is restrictive and uncomfortable for the child. Children are not permitted to wear high-heeled shoes to school. All items of clothing should be clearly marked with your child's name. Sun block is a must in summer.

Termination of contract

One full term's notice is required in writing by the first day of your child's last term at our school, otherwise the terms fees are payable in lieu of notice.

School fees are due in advance at the beginning of each month. Debit orders are advisable. If school fees are not paid by 7th of the month, 25% interest will be calculated and added to your invoice.

The school reserves the right to ask parents to remove their child from the school should the child display bad behavior i.e. persistently violent or disruptive towards other children.

Collection of children from school

Please give us telephonic instructions on the day if someone other than you, or their regular transport person will be collecting your child. If you are going to be late collecting your child please let us know. The school reserves the right to levy a charge of R50.00 per hour or part thereof for persistent late pick-ups.

Initial

Indemnity

All precautions have been made to ensure the safety of the children and provide a safe and secure environment. The school and/or its staff can, however, not be held responsible

* For any costs incurred due to injuries, damage or loss whatsoever, which took place at the school or while under the school's supervision.

* Any other event or circumstance whatsoever occurring, or failing to occur, upon, in, or about the school or the school's premises, whether or not the school could otherwise have been held liable for such occurrences or failure, and the parent/legal guardians indemnifies the school against all liability to members of the parent/legal guardian's household, in consequence of any such matter as is referred above.

Although care is taken to ensure that children with special dietary needs do not eat incorrect foods, the school cannot be held responsible for the said child eating any foods, or the consequence thereof, that are not appropriate at the school or while under the schools supervision.

School hours of operation

08h00 to 13h00

For your convenience children may be dropped off from 7.15am.
The school will be closed on public holidays and school holidays.

Meals

Please send your child to school with a healthy snack eg. Sandwich, fruit, yogurt, whole grain biscuits with suitable fillings, snack bars, dried fruit, vegetable fingers and fruit juice.

Stationary and toiletry requirements

These necessities will be required annually. A list will be provided in advance.

School Fees

Please refer to the Fee Structure form for details.

Discounts

Annual fees paid in full - 5% discount.

Signature