

LITTLE GIANTS NURSERY SCHOOL
Where every child receives a head start

PARENT INFORMATION
Terms & Conditions

Principal/owner: Lynnette Kourie
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Website: www.littlegiantsnurseryschool.co.za
School Hours: Strictly 06H30 to 17H45

WE ARE A MEMBER OF "ACCOUNTABILITY" AND A CREDIT CHECK WILL BE DONE ON ALL PARENTS ENROLLING THEIR CHILDREN WITH OUR SCHOOL

ALL CHILDREN ARE TO PLEASE BE AT SCHOOL BEFORE 8H00 EVERY MORNING

Registration fees

An annual registration fee of R600 is payable per child, and also payable with initial application. This fee is payable every year in January. For a family application, all the children in the family attending the school will pay the registration fee. This fee caters for teacher/child requirements, and is not refundable. Families with more than one child attending the school are entitled to a 5% discount on school fees for the second and another 5% for the third child attending the school.

Monthly fees for 2019

Education fees are payable for the full 12 months of the year.

School fees per child per month R3150.00 per month

We unfortunately do not have any card facilities at the school. We do however accept cash. Should you prefer electronic payments, please use the following banking details:

Bank:	Standard Bank
Name of Account:	Little Giants Nursery School
Cheque Account No:	012 260 258
Centurion Branch:	012 645
Reference:	Childs name and surname

CHILDREN MUST BE IN OUR SCHOOL PREMISES **BEFORE 8H00 EVERY MORNING
NOT ONLY AS A SIGN OF RESPECT, BUT FOR SECURITY REASONS COMBINED**

Important Notification

1. School fees are **ALWAYS** payable in advance on the 1st of every month.
2. Receipts are only allocated to your account once the **money appears** in our bank account and **not** on the proof of payment that you send.
3. Fees are payable in full every month, from January right through to and INCLUDING December.
4. If school fees are NOT settled by the 7th of the month, a 10% (R300) late payment penalty will be raised.
5. If the school fees are still outstanding by the 10th of the month, services to you and your child will be suspended with immediate effect.
6. Should your child be suspended and be absent from school for the entire month, your child will be removed from the system, you will be liable for the payment of the suspension month together with a notice month, and will be handed over to our attorneys for collection.

Notice Period

Parents must give one full calendar months' notice should they wish to withdraw their child/children's attendance from the school. A calendar month means from the 1st of the month. Our school requests a full terms notice if notice is given any time after the 3rd term. Should you give a full terms notice, you WILL still be responsible to pay the December school fees. In other words, if you give notice any time after the 1st of September of any year, you will be responsible to pay the school fees up to and including the December fees. No child may be withdrawn from school during the winter months and be brought back in Spring or Summer. If this does occur, due to whatsoever reason, you will be required to pay your monthly school fees as normal. **Please be advised that school fees up to and including December are payable, and this rule also applies to children leaving our school in the new calendar year.**

School hours

Although school hours are strictly from 6H30 to 17H45, we do accommodate parents that would like to drop their children off from 6H30, but please remember that our school only starts at 07H00. Parents must please pick children up before 17H45. Our teachers, as well as your kids have a long day and it is very unfair on both children and staff if a parent is always late.

PLEASE ENSURE YOUR CHILD IS AT SCHOOL **BEFORE 8H00** EVERY MORNING.

Penalty Fees

A penalty fee of R50 is payable for every 15 minutes or part thereof when arriving late. You will be requested to pay the teacher on duty directly upon collecting your child when you are late, and not the next day. Penalty payments are done immediately.

School calendar 2019/2020

School terms:

We follow the government school terms. Our school does not close during the year other than for a break during December School Holidays. However, during government school holidays we will be operational and will carry out a holiday programme that will encourage group activities.

Public holidays:

The nursery school will be closed on all public holidays. Our school will **always** be closed on a Monday should a public holiday fall on a Tuesday, and our school will **always** be closed on a Friday should a public holiday fall on a Thursday. The school will be open during normal school holidays other than for the normal December holidays. School opens on Tuesday the 8th January 2019 and closes on Wednesday the 11th December 2019.

Respect and Consideration

We request that all children be at school **before 8H00** every morning. Children arriving late in the mornings miss out on breakfast, which is vital at their age for brain stimulation and absorption. Friendships have already been formed from early in the morning and a late comer feels “left out” of his or her group. Arriving late is also disrespectful not only to the teacher and the rest of the class that is on time, but also disrupts the rest of the school as children are distracted by parents walking past classrooms to drop off their “late children”. Children that arrive late disrupts the entire classroom that is already busy with the daily routine and activities, and a lot of time is wasted that could have been used productively on the group as a whole. We therefore urge you to make an asserted effort in helping us to get your children here on time, which also helps in their upbringing, manners, respect and education. Children learn by example.

Please ensure to pack the following:

Extra set of clothes, potty trainers to pack in sufficient panties or underpants. All clothing are to be clearly marked and lost clothing will be for the parents responsibility, as we are here to educate your child and do our best to pack their clothing in their bags, but we will not be held responsible for lost clothing.

A **SMALL** thin blanket for nap time. UNDER NO CIRCUMSTANCES will large blankets be accepted. Any blanket that is NOT COLLECTED after the end of August, will be donated to charity. A cap/hat for summer

Sunscreen

Babies

Nappies (Sufficient please)

Nappy cream every month

Wet wipes X 2 every month

2 Bottles and Formula

Extra set of clothes

Small thin Blanket.....not large or heavy please, as storage space is a problem.