

English 2020

Kids Cove

Educare Centre

Tel: 021-8560989

Cell: 072 494 5982

Email: kidscovegb@gmail.com

www.kidscovegordonsbay.co.za

29 Disa Rd

Gordon's Bay

7140

Principal: Chani Wise

Secretary: Tersia Louw



Quality Care for your child from 6:45 to 18:00
Professional supervision - Outstanding academic tuition
Monkeynastix, Drumjoy

Optional: Transport, Computer lessons,
Karate, Playball

A Home from home where learning is fun !!!

English 2020

Fees for 2020

Registration Fee: R300 (Once off, non-refundable)

Babies (6- 22 months)		
	Full Day (until 17:45)	Half Day (until 12:00)
Jan – Feb 2020	R2110	R1880
Mar-Nov 2020	R2320	R2000
+ Jan – Feb 2021		
Dec 2020	R1540	R1360

Toddlers				
	Full Day (until 18:00)		Half Day (until 12:00)	
	2 year olds	3-6 year olds	2 year olds	3-6 year olds
Jan – Feb 2020	R2090	R2290	R1770	R1950
Mar-Nov 2020	R2290	R2490	R1940	R2140
+ Jan – Feb 2021				
Dec 2020	R1550	R1750	R1360	R1540

A discount of R40 is applicable if fees are paid electronically (EFT only) before the 2nd of each month

Please note: No notice may be given for the month of November!

New fees with effect from March 2021.

Fees Include:

2 year olds	3 year olds	4-6 year olds
✓ Toilet rolls	✓ Playball	✓ Monkeynastix (<i>excluding enrolment fee which is directly payable to them</i>)
✓ Tissues	✓ Monkeynastix	✓ Drumjoy
✓ Oros for afternoons	✓ Toilet rolls	✓ Toilet rolls
✓ Hand wash	✓ Tissues	✓ Tissues
✓ Paper for activities	✓ Oros for afternoons	✓ Oros for afternoons
✓ Breakfast	✓ Hand wash	✓ Wet wipes
✓ Lunch	✓ Paper for activities	✓ Hand wash
✓ Afternoon snack	✓ Breakfast	✓ Paper for activities
	✓ Lunch	✓ Breakfast
	✓ Afternoon snack	✓ Lunch
		✓ Afternoon snack

Other Fees:

Transport	Aftercare
Single Trips – R 35	R 990 per month
Collecting – R265 per month	<u>Includes:</u>
	✓ Pick up from school
	✓ Lunch
	✓ Help with homework
	Holiday mornings Single Days – R50

Banking Details

The Wise Trust

Absa bank

Account number: 4060994465

Reference: Child's name and surname

Docs, Rules & Contract

Kids Cove welcomes you and your child!

The first priority of the principal and staff at Kids Cove is to provide top quality care, attention and support. We sincerely hope your child will experience only happy and enriching days with us.

PLEASE NOTE THE FOLLOWING RULES:

1. One calendar month's **written notice** is required should you wish to terminate your child's attendance.
2. **No notice may be given for the month of November.** The fees are worked out per year therefore you are obliged to pay the reduced December fee.
3. Fees are **payable in advance up to the first of each month.** We reserve **the right to deny attendance should fees not be paid by the 7th day of the month.** You will however still be responsible for payment of the month as well as the following month, which should be seen as the notice month. **If an account is in arrears your child will not attend any outings or take part in any extra-curricular activities.** All money received will go towards school fees if you are in arrears. **No Transport** will be available for accounts that is in arrears.
4. SCHOOL TIMES:

Hours are strictly	06:45 - 18:00
Babies	07:15 –17:45

An extra fee of R20 per child will be charged every 10 minutes for collecting a child late. Till 18:30 .This must be paid in cash to the teacher on duty immediately. It will only be added to your account if you did not pay the teacher.

REQUIREMENTS FOR CHILDREN

The teacher will provide a more comprehensive list

- ✓ Please provide **one additional set** of clothing for your child. **(Please label all your child's possessions clearly!)**
- ✓ **One A5 booklet** clearly marked with your child's name. We wish **to communicate** through these books.
- ✓ **Please ensure your child has e.g. Fruit and half a sandwich.** The whole class partakes of a snack at mid- morning. The school provides breakfast and a balanced lunch. A sandwich is served at 3 o'clock.
- ✓ Full day toddlers may bring their own blanket for use during naptime **in winter-** also **clearly labelled please!**

HEALTH

Please attempt to make alternative arrangements for children with a bad cough, sore throat, loose stomach, vomiting or temperature. This is for your child's own well-being as well as that of others. If your doctor approves of him/her going to school, we are happy to accept his judgement.

In cases of infectious diseases please notify the school immediately and do not send your child back without a doctor's written consent.

MEDICATION

If your child is on medication, **please enter the information clearly in the message book** indicating dose and time. Do not leave medicines in the children's cases, please hand them to the teacher on duty, clearly marked. **No medicine will be given if not written in the book.**

FOOD

The school supplies all regular food. **Breakfast is served in the mornings only until 8:30.** Please make sure your **child is fed if he/she comes in later than this time.** Kindly send all the milk and bottles your child will need or any specific food you would like your child to eat/drink.

INJURIES OR ILLNESSES

We deal with illnesses in the following way;

1. We put your child under observation, detailing temperatures or symptoms in the message book.
2. After an hour, we phone the parent for permission to treat and to advise on whether the child should be taken to the doctor.

We then follow parent's or doctor's orders.

3. Injuries are dealt with as follows:
 - Wound is cleaned, bandaged and recorded in the message book.
 - The parents are informed immediately.
 - Paramedics or medical assistance will be summoned if an extreme emergency occurs.

DISCIPLINE

We try to diffuse any volatile situation and make the children apologise to each other. **We do not use physical discipline.** Time out is our major method of discipline. Parents are consulted if bad behaviour continues and a course of action will be decided upon. We consider biting and swearing as an absolute no-no and we take immediate action and will notify you as parent that same evening of such an occurrence.

GENERAL

- ✓ No visiting will be allowed during the day as the children become very upset at being left at school for a second time in one day. (Breastfeeding mothers are an exception to the rule.)

Feel free to check telephonically at any time.

- ✓ Please ensure all gates are securely shut behind you where applicable and deliver your child personally to the teacher on duty.
- ✓ Please teach your child to walk on our painted footsteps not behind cars.

- ✓ No child will at any time be handed over to anyone who is not the parent or guardian. Please make arrangements personally if someone else is picking up your child. **Kindly do not send messages to teacher with your child.** Write it in the message book.
- ✓ We are always grateful to our Moms and Dads that offer to help in any way they can and we will surely make use of your offers when the need arises. For those with busy life styles a word of encouragement and a smile will help make our day. We would like to know the good with the not so good!
- ✓ We, the staff at Kids Cove, hope that our school will help to make your life a little easier and your precious child's day full of fun, stimulation and love. We like to think that we make the difference between day care and quality care, and plan to show you with more than words.
- ✓ TUCK is sold every Friday morning only if child has pocket money. (Optional) R5 packets.
- ✓ Instructions concerning the toddler will only be taken from the parent or guardian.
- ✓ Kindly inform the office when your child will not attend school.
- ✓ In the event of you experiencing any serious problems concerning your child, please consult the office immediately and not staff members.
- ✓ **We are here to serve you and your child/children.**

These rules and prices are subject to change in the future. Written notices will be sent to you at your current address. If you do not notify us of any disagreement with this contract, we will assume that you are satisfied.

Kids Cove Staff and Office will gladly attend to any complaints/questions/ suggestions.

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Educare Centre

Enrolment Form

Please write in CAPITALS

Registration fee
For office use, only

Date of Application: _____

CHILD(REN) INFORMATION

Surname: _____

Name (s): _____ Nickname: _____

Date of Birth: _____ Age: _____

Language: _____ Sex: _____

Doctor: _____ Tel: _____

Medical Aid: _____ Nr. _____ Main Member: _____

Allergies/Chronic Illnesses: _____

Enrolment Date: _____

Previous School and contact details _____

Services (please circle):

✓ **Toddler:** Full Day or Half Day

✓ **Baby:** Full Day or Half Day

✓ **Aftercare**

Other Services: Computer Playball Karate Kids Rugby

Transport: collect

Docs, Rules & Contracts, rules

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PARENTS INFO

	MOTHER	FATHER
Surname		
Name		
I.D. number		
Employer		
Occupation		
Home Address		
Postal address		
Account to?		
Tel. Work		
Tel. Home		
Cell nr.		
E-mail		

Next of Kin Please Indicate: Grandfather, Grandmother, Aunt Uncle, Friends?

Name _____ Tel: _____

Address: _____

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INDEMNITY FORM

- Although every necessary precaution will be taken to prevent accidents, neither Kids Cove, nor the facilitators, or employees of the school, any agents or other persons associated with the school will be held responsible for any claims to a child arising from an accident which may occur whilst the children are on the premises or at any outing by or on behalf of the school or any of the said persons. This indemnity shall in addition be deemed operative as against any third person suffering damage consequent upon such injury, damage or death.
- My child may participate in educational excursions, with my knowledge, and may be transported by school staff to and from these excursions.
- He/she may be transported in another vehicle in case of emergency to the nearest doctor/hospital.

I hereby understand and acknowledge acceptance of the Kids Cove rules and indemnity form.

I/we hereby accept the above-mentioned condition and rules and consider myself /ourselves bound towards Kids Cove.

Signed aton the.....day of.....**20....**

Signature.....

PARENT/S NAME IN CAPITALS

Docs, Rules & Contracts, rules