

LITTLE RED HEN PRE- PRIMARY SCHOOL

Registration Forms

Registration Requirements

- Please fill out the registration forms.
- A copy of both parents' ID books.
- Your child's birth certificate.
- Your child's immunisation record.
- Fee clearance from previous school, if any.
- Your child's latest school report, if any.

School fees

A non-refundable **registration** fee of **R1500** is required for all new children and siblings, as well as a yearly **toiletry and stationery** fee of **R1800** per child payable before the start of school.

Yearly Fee:	R47 960
Termly Fee	R 11 990
Over 11months	R 4360 (5 th January to 5 th November)

- Fees may be paid by debit order or bank transfer. We ask that you send through **proof of payment** for all payments made.
- If making a cash payment at an ATM or bank please add R30 to your payment for bank charges.
- Fees must be paid by the **5th of every month**, school fees are paid in advance.

Bank Details

Account Name	:	Faymer Pre-Primary School T/A Little Red Hen Pre-Primary
Bank	:	Nedbank Hillcrest
Branch Code	:	133826
Account Number	:	1338 010 433

Please note that **one terms notice** is required in writing when a child leaves.

School Day Timings

- The gate will officially be opened at **7am for drop-off**. Please ensure that your child is at school **by 07h50** so that they do not miss their morning activities. For **safety and security** the gate will be closed at **8am**.
- Our school day ends at **12h00**, we ask that children be collected promptly at this time.
- If you are going to be a little bit late, please do let your teacher know so we can re-assure your child that you will be there shortly.
- Children who are collected after this time will be charged a pro-rata aftercare fee.
- Please **inform us in advance** if someone else will be collecting your child. We will not release any child to anyone who we have not had your prior consent. We may ask for a photo of the person for further identification.

Aftercare service

We offer an aftercare service for busy parents on a monthly or casual basis to suit your needs. We do ask parents to supply morning snack, drinks and lunch for after school. For those children staying until 5pm, we offer a light afternoon snack at 3:30pm. Should you require casual aftercare for your child please remember to call or message the school in advance and let us know. The aftercare amounts owing will be invoiced at the end of the month.

- **Until 2pm:** R950 per month over 11 months – **this excludes holiday care**
R65 per day for casuals
- **Until 3pm:** R1050 per month over 11 months - **this excludes holiday care**
R75 per day for casuals
- **Until 5pm:** R1500 per month over 11 months (**includes** an afternoon snack and full day care at holiday club during the school holidays).
R95 per day for casuals

Holiday Club

We offer a holiday club during school holidays to keep your children safe and entertained with a wide range of games and exciting activities throughout the day. The holiday club opens from 7:10am until 5pm during the school holidays and fees are charged accordingly. If not enrolled for full day aftercare during the school term, the following fees apply:

- **Until 12pm:** R95 per child
- **Until 1pm:** R100 per child
- **Until 2pm:** R105 per child
- **Until 3pm:** R110 per child
- **Until 5pm:** R130 per child

We ask that parents provide a morning snack, lunch and juice/water for your child. As with aftercare, a light snack will be provided at 3:30pm for those staying till 5pm.

Clothing and uniform

- Due to the sensitivity and individual needs of the scratch patch babies, we ask that you supply *your own wet wipes, nappies and bum creams*.
- *All clothes are to please be clearly marked with your child's name*. Although we try our best, we cannot be responsible for clothing that is not marked.
- We ask that each child has an *extra set of clothing* everyday in their bags, in case we need to change your child during the day.
- Arts and crafts used by the children is easily washed from clothing, however, please send your children in old clothes.
- A sunhat and bag combo is available for R450. The hat has your child's name embroidered on it. Uniform t-shirts, hoodies and jackets are compulsory (Grade R) and optional for the other groups. Please enquire about prices.

General information

- Please ensure your child's lunch box and water/juice bottle is *marked with their name*. Healthy foods are encouraged at school in lunch boxes such as sandwiches/fruit/yoghurts/healthy snacks, we ask that you *do not send sweets or unhealthy snacks* in their lunch boxes.
- Birthday rings can be organised separately with your child's teacher with advanced notice.
- We no longer use notebooks/diaries for communication, information and notices are sent out via WhatsApp class groups and/or via emails.
- If your child is *unwell*, we ask you to please keep them at home. Please do let your teacher know if they are unwell.
- If any *medication* is required to be given at school, please send an *email* to us with full details and instructions in advance.
- Progress reports are sent out at the end of the second and fourth terms.
- We request that no toys or removable jewellery be brought to school, in case of breakage and/or loss.
- Please notify us of any changes to your contact details or changes of address as soon as possible to ensure our records are always up to date and in case of any emergencies.

Extra-Mural Activities (optional extras) for children 3yrs turning 4yrs and older

We offer a range of extra murals after school. We ask that parents please organise this with the co-ordinators below:

- **Playball** (Tuesday 12.15pm) – A movement and ball skills programme – Kim Tregear 0836305110
- **Lion Heart Karate** (Wednesday 12.15pm)- A karate and self defence class aimed for little ones- Sense Candice 076 465 8193
- **Little Strikers** (Friday 12.15pm) – A soccer programme – Shane Greyling 0825746734
- **Young Engineers-** (Grade R only) Robotics and coding- Debbie Gironi 072 684 9952

Wishing you a long and happy learning journey with Little Red Hen Pre-Primary.

Kind regards,
Natasha Wood and The Little Red Hen Staff