

DAILY MENU

- Monday:** Spaghetti mince/tomato/onion/carrots/fruit slices
Tuesday: Chicken stew and rice/mixed vegetables/custard
Wednesday: Macaroni and cheese / carrot salad / ice cream
Thursday: Savoury mince + rice / pumpkin + cabbage / jelly
Friday: Fish fingers/mashed potatoes/baked beans/fruit

GENERAL DAILY PROGRAMME

07:15 – 8:00	welcome/ free play
08:00 - 8:15	line up / toilet
08:15 - 8:45	theme discussions
08:45 - 9:45	creative activities
09:45 – 10:00	snack / toilet
10:00 – 10:30	organized outside play
10:30 – 10:45	movement /music
10:45 – 11:15	cognitive play /puzzles
11:15 – 11:45	organized outside play
11:45 – 12:15	quiet play
12:15 – 12:30	story time
12:30 – 12:45	Lunch time
12:45 – 13:00	toilet routine
13:00 - 14:00	sleep / rest
14:00 – 14:30	wake / toilet routine
14:30 – 15:00	story time + snack
15:00 – 15:30	outside free play
15:30 – 16:00	inside /outside free play
16:00 – 17:00	home time
17:00	School CLOSES

PRIMARY SCHOOL APPLICATIONS

- Parents MUST enrol their child to a Primary School
- Parents MUST apply to a few schools
- All Primary Schools look at the following criteria:
 1. Child must be the **correct age** (turn 7 in Grade 1 year)
 2. Child should **live close to the Primary School**
 3. Both **parents are expected to be involved in the child's education**
 4. Child must **understand and speak English**



Junior Academy Pty Ltd

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www.learnandplay.co.za

Learn and Play is an Early Learning Centre which proudly maintains a **high standard of education.**

We uphold basic Christian values and **teach respect and tolerance** of every person's religion and beliefs.

We care for babies and children from **6 weeks to 6-year-old** children.

Our teachers are tertiary trained, have sound experience in working with young children and are all passionate about preparing every child for a successful future.

We are proud that our children all become successful learners.

Our Grade O / R classes follow the CAPS syllabus and learn basic computer skills in **our own private computer lab**

Our **well-organized daily routine** includes theme discussions, character building sessions, exciting creative activities, music classes, dance and singing activities, listening skills, movement and drama rings, obstacle courses, quiet constructive play, as well as organized outside play and story times.

There are **four** separate playgrounds where the children play with children of the same age, skills and ability.

Learn and Play **serves three meals each day:** mid-morning and afternoon snack and a hot cooked lunch with pudding.

We expose the children to **educational outings every term** which are linked to the theme discussions.

Extra mural classes like *Fun with English, Swimming, Ballet and Playball* are offered by **outside professionals** at an extra fee which is paid directly to the institution and not to school.

ADMISSION DOCUMENTATION

- SIGNED AND COMPLETED ADMISSION FORM
- CODE OF CONDUCT - SIGNED
- PROOF of residence / 2 CREDIT references
- ID DOCUMENTS & PAYSLEIPS - Copies of both parents
- BIRTH CERTIFICATE – copy of Unabridged
- MEDICAL CLINIC CARD
- PHOTOGRAPH of child's face
- ENROLMENT FEE – **R300**(non-refundable)
- ANNUAL TOILETRY FEE – R600 – from second year.
- PAY ADMISSION FEE

GENERAL EDUCARE RULES

1. Children should NOT ARRIVE before 07:00
2. SCHOOL HOURS are from 7:15 until 17:15
3. Doors **OPEN at 7:00 am** and classes **START at 8:00 am.**
4. Children may **ONLY arrive AFTER 7:00**
5. **CHILDREN MAY NEVER BE LEFT unattended** at the door or gate!
6. CONTACT the office if your child is absent
7. Make an APPOINTMENT at the office to speak to the principal
8. ALL CLOTHING & personal items MUST BE CLEARLY MARKED
9. **EXTRA CLOTHING** AND UNDERWEAR to school each day
10. Casual, comfortable clothes must be worn to school.
11. NEVER leave any **money or medicine** in your child's bag
12. **MEDICINE** must be clearly labelled & handed to the teacher
13. Finger and toenails MUST BE CLIPPED every week
14. **Bad behaviour, rough play or swearing is not allowed!**
15. Parents will be asked to remove badly-behaved children
16. **Message books MUST BE SIGNED each day**
17. Sweets, chewing gum and TOYS are NOT allowed
18. SICK CHILDREN MUST NOT BE SENT TO SCHOOL
19. PARENTS MUST FETCH A SICK CHILD FROM SCHOOL
20. NOTIFY THE OFFICE OF UPDATED CONTACT DETAILS
21. PARENTS WHO FETCH CHILD LATE ARE CHARGED R50/15 MIN

RULES OF PAYMENT

- Fees are paid over 12 months from January to December
- Payment must be made by EFT or credit / debit card
- **3% Discount** if full year's fees are paid in January
- Fees are paid **EVEN IF** a child is absent or kept at home
- Fees are paid **in advance** by the **THIRD day of each month**
- **10% INTEREST** is levied on late payments
- If fees are NOT paid by the end of the **month**, parents will be asked to remove their child from school
- NOVEMBER IS NOT ACCEPTED AS A NOTICE MONTH
- 'FUN DAY' - R5.00 for a treat/spoil every Friday
- **One month's NOTICE must be given AT THE OFFICE, OR A FULL MONTH'S FEES ARE CHARGED (Pls initial.....)**

BANKING DETAILS

Name of Bank: Standard Bank
Account Name: **Learn and Play**
Account Number: **243 347 987**
Branch code: **053 721**
Type of Account: Cheque Account
Reference: **CHILD'S FULL NAME**

ITEMS FOR ADMISSION

- 1 x small, blanket (not new) MARKED with CHILD'S NAME
- 2 x COLOURED facecloths, MARKED with child's name

ITEMS TO BRING TO SCHOOL EVERY DAY

- 1 x fresh fruit
- A5 hardcover book
- 2 sets of clothing and especially underclothes
- NO breakfast during Covid-19 period.
PRE-PRIMARY children DO NOT EAT BREAKFAST AT SCHOOL

ITEMS FOR BABIES

- ALL items listed above PLUS 6 NAPPIES EVERY DAY
- ALL your baby supplies (bum creams/ wet wipes/ Purity/ bottles/ disposable nappy bags/ blankets