

DAILY MENU

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| 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

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|---------------|---------------------------|
| 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 |
| 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:
- Child must be the **correct age** (turn 7 in Grade 1 year)
- Child should **live close to the Primary School**
- Both **parents are expected to be involved in the child's education**
- 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 Grade R children or 6-year-olds.

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 - **R600** (non-refundable)
- ANNUAL TOILETRY FEE – R600 – from second year.
- ADMISSION FEES for first month:
 - **R2,150.00 X 12** (full day till 5pm), OR
 - **R1,750.00 X12** (siblings & half day till 1pm)

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
- **SICK CHILDREN MUST NOT BE SENT TO SCHOOL**
 - **PARENTS MUST FETCH A SICK CHILD FROM SCHOOL**
 - **NOTIFY THE OFFICE OF UPDATED CONTACT DETAILS**
 - **PARENTS WHO FETCH CHILD LATE ARE CHARGED R50/15 MIN**

RULES OF PAYMENT

1. Fees are paid over 12 months from January to December
 2. Payment must be made by EFT or credit / debit card
 3. Fees are paid EVEN IF a child is absent or kept at home
 4. Fees are paid in advance by the THIRD day of each month
 5. 10% INTEREST is levied on late payments
 6. If fees are NOT paid by the end of the month, parents will be asked to remove their child from school
 7. NOVEMBER IS NOT ACCEPTED AS A NOTICE MONTH
 8. 'FUN DAY' - R5.00 for a treat/spoil every Friday
 9. One month's NOTICE MUST BE HANDED IN **AT THE OFFICE.**
 10. **A FULL MONTH'S FEES ARE CHARGED IF NO NOTICE IS GIVEN**
- (SIGN ACKNOWLEDGEMENT OF NOTICE PRIOD.....)

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 AT SCHOOL 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/ ETC.)