

AFTERCARE

PLEASE FILL IN AND RETURN PAGES 1 AND 2 TO THE AFTERCARE TEACHERS.

Dear Parents,

Your child will at all times receive the best possible care and attention. However, in the event of an unforeseen emergency, we may need to contact you. Please provide us with the following information applicable to afternoons.

Child/Children's names: _____ Grade: _____
_____ Grade: _____
_____ Grade: _____
_____ Grade: _____

Details of person who will collect children most often:

Father/Mother/Grandparent/ Other [circle one]

First name and Surname: _____

ID Number: _____

Name of workplace: _____

Phone number [include extension if applicable] _____

Cell phone number: _____

Details of any other close relative: Father/Mother/Granny/Other: _____

First name and Surname: _____

Name of workplace: _____

Phone number [include extension if applicable]: _____

Cell number: _____

In the event of a medical emergency, we need the following details, as they apply to the child/children.

Medical Aid Name: _____

Medical Aid Number: _____

Main Member Name: _____
Main member's ID number: _____

PLEASE KEEP US INFORMED OF ANY CHANGES IN THE ABOVE INFORMATION;

INDEMNITY FORM

I _____, the parent/guardian of the above child/children indemnify Mayfair Convent School, the Aftercare centre and its staff against any damage, loss or injury howsoever caused.

I agree to pay the said fees on or before the first day of each month and I realize that failing this will result in my child/children not being able to attend aftercare with immediate effect. Should this have to occur, I will ensure that I make prior arrangements to have my child picked up early as I realize that my child will not be the responsibility of the Aftercare, as well as the fact that it is against school policy for a child to remain on school property after school unattended.

Signed: _____

Date: _____

PAGES 3 & 4 CONTAIN INFORMATION FOR YOUR RECORDS – PLEASE KEEP

We welcome all new pupils and those who were with us last year.
Aftercare resumes on the first day of the school term.

There are three teachers working in Aftercare:

Grades 0 – 2 Mrs. Chavik & Mrs. Panaino

Grades 3 – 4 Mrs. Abrahams

Grades 5 – 7 Mrs. Filiantris

The fees for 2016 are as follows: January to October Or February to November

One child per year	R 5,000.00
Two children per year	R 9, 000.00
Three children per year	R13, 000.00

Fees are payable in 10 monthly installments:

One child per month	R500.00
Two children per month	R900.00
Three children per month	R1, 300.00

- ❖ All money is payable **on or before the first of the month.**
- ❖ Should the first day of the month be during a school holiday, the money is payable on the first day of term.
- ❖ If the fees are not received on time, your child will be **SUSPENDED FROM AFTERCARE WITH IMMEDIATE EFFECT,** and may not return until the outstanding fees are paid. [provided that someone has not filled the place] **Please note that this will be strictly enforced from this year forward!**
- ❖ If your child is suspended from Aftercare and does not return, **the fees accrued during the suspension are also payable.**
- ❖ Fees can be paid in cash to any of the Aftercare teachers, by cheque or EFT or bank deposits.

- ❖ **The banking details are as follows: Please use these account details**

MRS. A FILIANTRIS – AFTERCARE
FNB CURRENT ACCOUNT NO: 62390807968
BEDFORD GARDENS: 250655

Please ensure that your child's FULL name and surname are used as a reference. If this is not done your payment WILL NOT be reflected on your Aftercare account and you will be held liable for the outstanding amount

- ❖ There is **NO AFTERCARE DURING SCHOOL HOLIDAYS.**
- ❖ Outings are usually arranged for the day school closes for the holidays. An extra fee is payable for these outings. You will be notified by letter of the costs in advance. If it is too costly for the parents however, we will try to do something fun with the children at the school instead.
- ❖ Please ensure that your child's **clothing is marked with their name** so that we can return lost clothing to them immediately. Pieces of cotton, etc. are not suitable forms of identification.
- ❖ **PLEASE ENSURE THAT YOUR CHILD IS FETCHED BY 17.30. THERE ARE NO TEACHERS AT SCHOOL AFTER THIS TIME AND YOUR CHILDREN ARE NOT SAFE WHEN LEFT ATTENDED! WE ACCEPT NO RESPONSIBILITY FOR CHILDREN AFTER 17.30.**
- ❖ Children must please bring extra nutritious food to eat during Aftercare.
- ❖ Homework time is from **15h00 to 16h30** in the Foundation Phase. On a **Wednesday** the homework time is from **15h30- 17h00** due to extra-murals only ending at **15h00**. Children will be helped with skills relevant to their age and grade.
- ❖ Homework/study time for children in the Intermediate Phase is from **15h00 – 17h00** [from 15h30 on a Wednesday]. These children will be helped with their homework and studying for tests. [**PROVIDED THEY REMEMBERED TO BRING THE RELEVANT BOOKS TO AFTERCARE**] Please encourage a sense of responsibility in your child about this.
- ❖ All children for Grades 0 – 7 **MUST HAVE A 96 PAGE A4 HARD COVER BOOK IN WHICH TO DO EXTRA WORK.** This book must be covered in paper and plastic. Each child, including Grade 0's. must have their own stationery specifically for Aftercare, i.e. pencil, pen, crayons, sharpener, eraser, glue, scissors, etc. in a pencil box. Items must be clearly marked with child's name.

Should you have any queries, please do not hesitate to contact any of the Aftercare teachers.

Yours sincerely

Mrs. A. Filiantris
Principal