



SWEET VALLEY PRIMARY SCHOOL

AFTERCARE INFORMATION

Please note that due to limited space, acceptance to our Aftercare is not guaranteed, even if your child has been accepted into the school. Please do apply elsewhere as well.

The following information and regulations apply:

TIMES

- The After-School Care Centre only operates during school terms. A private care programme is, however, sometimes run during the school holidays. The Centre is open from 12h45 to 17h30 on school days (**excluding the last day of each term**).

ARRANGEMENTS

- ❖ Half-day children must be fetched by 14h30 – an additional fee of R20-00 will be charged for late pick-ups. Please note only 1 late day per week is permissible.
- ❖ Full-day children must be fetched by 17h30 - a penalty fee of R50-00 will be charged for late-pick-ups. (Payable immediately). Children may, however, be fetched any time during the afternoon.
- ❖ When collecting your child, please allow him/her a few minutes to pack away whatever he/she is busy with. Please ensure that your child says goodbye to both of the register supervisors.
- ❖ Should anyone other than the parent or guardian be fetching your child, please notify the supervisors in advance by note, telephone or sms. Please note that if no such notification has been received, the child concerned will not be released from our care.
- ❖ If your child will not be attending the Centre for any particular reason, e.g. dentist appointment or going to play with a friend, etc., please notify the supervisors. The supervisors will not be held responsible for any child who fails to report to After-Care.
- ❖ A snack of sandwiches and an occasional treat will be provided. Children may bring extra food or fruit if required.

ACTIVITIES

- Homework for Grade 1 - Grade 7 will be encouraged and supervised, but the onus still remains on the parents to see that all homework is completed. Due to the high number of pupils attending the Aftercare, we unfortunately, cannot offer the homework programme to the half day children.
- Children must bring a change of clothing, as they will not be allowed to play outside in their uniforms. NB: All clothing must be clearly marked.
- As a safety precaution, children attending after-care are required to remain within set boundaries at all times. Children will be clearly informed as to where these boundaries are.

FEES

- ❖ See separate school fees list.
- ❖ Fees are payable strictly in advance. No credit will be given for days not attended. **One month's notice in writing is required by children leaving the Centre.**
- ❖ A child will not be accepted in After-Care if attendance fees have not been paid as per above or other prior arrangements have been made. The After-Care supervisor will receive instructions to this effect from the office.

GENERAL

- Children must adhere to School rules and After-School Care Centre rules at all times. Parents are welcome to discuss any problems or suggestions with **Mrs Shirley Mann, Mrs Tracey Lee** or Mrs Lynne Manson-Kullin, **Mrs Melinda Trainor** or Miss Jodie Van Leeve on 021 7123081 extension 214 or on **082 5105280** (Aftercare cell phone), alternatively, email **Mrs Shirley Mann at smann@sweetvalleyprimary.co.za**.