



# VALLEYKIDS NURSERY SCHOOL

We make learning fun

Valley kids nursery school [www.valleykids.co.za](http://www.valleykids.co.za) PTY Ltd

**Strubens Valley:**

**Beverley contact 079 4467830**

**email [beverley@valleykids.co.za](mailto:beverley@valleykids.co.za)**

**Little Falls:**

**Samantha contact 078 7747275**

**email [samantha@valleykids.co.za](mailto:samantha@valleykids.co.za)**

Date.....

CHILDS NAME AND SURNAME .....

DATE OF BIRTH .....

HOME LANGUAGE.....

PREVIOUS SCHOOL ATTENDED.....

NAME MOTHER.....

ID NUMBER.....

MALE  FEMALE

EMAIL ADDRESS.....

OCCUPATION.....

CELL NUMBER.....

WORK NUMBER.....

NAME FATHER.....

ID NUMBER.....

EMAIL ADDRESS.....

OCCUPATION.....

CELL NUMBER.....

WORK NUMBER.....

NAME OF RELATIVE OR FRIEND TEL. NUMBER (EMERGENCY).....

WHO WILL COLLECT THE CHILD? .....

**(PRIOR NOTICE IS REQUIRED SHOULD ANY OTHER PERSON COLLECT) NO CHILD WILL BE ALLOWED TO LEAVE THE PREMISES WITH PERSONS UNKNOWN TO THE TEACHING STAFF UNLESS THE PARENT OR LEGAL GUARDIAN HAS GRANTED WRITTEN PERMISSION.**

Initial: -----

**CONDITIONS OF ENROLMENT**

THE REGISTRATION FEE IS PAYABLE IN ADVANCE OVER AND ABOVE THE FIRST TERMS FEES. **ALL FEES ARE NON REFUNDABLE.**

**1) SCHOOL FEES ARE PAYABLE IN ADVANCE BEFORE THE 1<sup>st</sup> DAY OF EACH TERM.**

THERE ARE 4 TERMS A YEAR. WE INVOICE PER TERM. ACCOUNTS ARE SENT OUT EACH MONTH

**2) SCHOOL FEES MAY BE PAYABLE MONTHLY OVER A PERIOD OF 12 MONTHS BY THE 1<sup>st</sup> DAY OF THE MONTH.** HOWEVER, ALL FEES ARE TO BE FULLY PAID UP BY THE LAST DAY OF NOVEMBER.

PLEASE NOTE THAT **NO REDUCTION IN FEES** WILL BE GIVEN DURING A CHILD'S ABSENCE DUE TO ILLNESS OR THROUGH BEING AWAY ON VACATION...**FEES ARE STRICTLY PAYABLE OVER 12 MONTHS**

**ALL FEES ARE NON-REFUNDABLE. ONE FULL CALENDAR MONTH'S NOTICE IS REQUIRED.**

**FEES:**

**REGISTRATION FEE:**

**R 800-00**

**Books per term:**

**R150**

**Children 18 months to 5 years:**

**Full Day: 6.00AM to 6.00PM (breakfast; Lunch; snack & Dinner included) R 3000.00 per Month (stationary included)**

**Half Day: 6.00AM to 1.30PM (breakfast and Lunch included) R 2500.00 per Month (stationary included)**

**Babies birth to 18 months:**

**Full Day: (Includes morning meal)**

**R 3100.00 per Month**

**Half Day: 6.00AM to 1.30PM**

**R 2500.00 per Month**

**School Fees are increased 10% on 01 July each year.**

**PAYMENTS: EFT payments or cash deposit slip is preferred.**

PLEASE NOTE THAT NON-PAYMENT OF FEES IS VIEWED VERY SERIOUSLY. UNPAID SCHOOL FEES MAY RESULT IN YOUR ACCOUNT BEING HANDED OVER AND YOUR CHILD WILL BE ASKED TO BE WITHDRAWN FROM VALLEY KIDS.ANY COSTS ARISING FROM THE COLLECTION OF OUTSTANDING FEES ARE PAYABLE BY THE PARENT OR LEGAL GUARDIAN OF THE CHILD.

**IMPORTANT:**

**September is the last month of the year where you may give notice. Valley kids is a business and has running costs. IF you decide to cancel after September, we will not be able to grant you a school report as this is given on the last day of closing in December.**

**INDEMNITY**

1) AS PARENT/GUARDIAN OF SAID APPLICANT, I DO HEREBY GRANT PERMISSION FOR MY CHILD TO PARTICIPATE IN ALL SCHOOL ACTIVITIES, WHICH FORM PART OF THE DAILY ROUTINE.

2) THE SCHOOL RESERVES THE RIGHT TO SEEK MEDICAL ASSISTANCE FOR A SICK OR INJURED CHILD, ALTHOUGH EVERY EFFORT WILL BE MADE TO CONTACT THE PARENT IN THIS EVENT. THE PARENT OR LEGAL GUARDIAN WILL BE LIABLE FOR ANY COSTS RESULTING FROM MEDICAL ASSISTANCE SOUGHT BY VALLEYKIDS NURSERY SCHOOL. FOR YOUR CHILD.

3) I, THEREFORE UNDERTAKE ON BEHALF OF MYSELF, SPOUSE, EXECUTORS AND APPLICANT TO INDEMNIFY AND ABSOLVE VALLEYKIDS NURSERY SCHOOL AND ITS STAFF MEMBERS AGAINST AND FROM ANY AND ALL CLAIMS WHATSOEVER THAT MAY ARISE IN CONNECTION WITH ANY LOSS AND / OR DAMAGE TO THE PROPERTY OR INJURY TO MY CHILD, OR FOR ANY OTHER UNFORTUNATE EVENT THAT MAY OCCUR WHILST IN THE CARE OF, OR ON THE PROPERTY WHERE VALLEYKIDS NURSERY SCHOOL OPERATES.

4) I CEDE MY POWERS AS PARENTS/GUARDIAN TO THE PRINCIPAL OR HER REPRESENTATIVES SHOULD ANY MEDICAL TREATMENT/SURGERY BE DEEMED NECESSARY FOR MY CHILD IF NEITHER PARENT / GUARDIAN CAN BE CONTACTED IN TIME.

5) I ACCEPT THAT THIS GENERAL INDEMNITY SHALL REMAIN IN FORCE FOR THE FULL DURATION OF MY CHILD'S REGISTRATION AT VALLEYKIDS NURSERY SCHOOL. I FURTHER UNDERTAKE TO FURNISH THE SCHOOL WITH ANY ALTERATIONS TO THE REQUIRED INFORMATION.

6) I AGREE TO ABIDE BY THE RULES OF THE SCHOOL.

Initial: -----

### **ARRIVAL AND DEPARTURE TIMES**

SCHOOL OPENS AT 6.00AM AND CLOSSES AT 6.00PM

CHILDREN MUST PLEASE BE DROPPED AT SCHOOL BY 8.15 AM AND COLLECTED ON TIME. LATE COLLECTIONS WILL BE CHARGED FOR. UNDER NO CIRCUMSTANCE MAY CHILDREN BE DROPPED AT THE GATE. **THEY MUST BE HANDED OVER TO THE TEACHER.**

CHILDREN MAY ONLY BE FETCHED BY THEIR PARENTS, LEGAL GUARDIAN OR NOMINEE AS SPECIFIED ON THE ENROLMENT FORM. NO CHILD WILL BE ALLOWED TO LEAVE THE PREMISES WITH PERSONS UNKNOWN UNLESS THE PARENT OR LEGAL GUARDIAN HAS MADE PRIOR ARRANGEMENTS.

### **LATE COLLECTIONS**

VALLEYKIDS MUST BE NOTIFIED AS SOON AS POSSIBLE IF A CHILD IS TO BE COLLECTED LATE SO THAT STAFF ARRANGEMENTS CAN BE MADE. A LATE COLLECTIONS WILL BE CHARGED FOR AT A RATE OF **R250** FOR EVERY **15 MINUTES** OR PART THEREOF.

### **SECURITY**

VALLEYKIDS IS PROTECTED BY ADT SECURITY AND WILL RESPOND WITHIN MINUTES IN THE EVENT OF AN ACCIDENT OR OTHER CIVIL MATTER. ON ENTERING AND LEAVING THE PROPERTY IT IS EACH PARENTS RESPONSIBILITY TO ENSURE THAT THE FRONT GATE IS SECURELY CLOSED BEHIND THEM. IN ADDITION, NO CHILD IS PERMITTED TO LEAVE THE PROPERTY BEFORE THE PARENT/GUARDIAN OR AUTHORIZED PERSON HAS BEEN (MET & GREETED)

### **ILLNESS**

CHILDREN SUFFERING FROM COUGHS, COLDS OR ANY OTHER INFECTIOUS DISEASES MUST BE KEPT AT HOME UNTIL THEY HAVE FULLY RECOVERED. PLEASE INFORM THE SCHOOL IF A CHILD IS TO BE ABSENT.

### **MEDICINE**

**MEDICINE PRESCRIBED BY A DOCTOR MUST BE HANDED TO THE CLASS TEACHER SO THAT IT CAN BE ENTERED INTO THE MEDICINE REGISTER. THE SCHOOL DOES NOT ACCEPT MEDICINE OR INSTRUCTIONS FROM A CHILD UNDER ANY CIRCUMSTANCES. WE DO NOT MEDICATE HEADACHE PILLS WITHOUT PARENTS CONSENT.**

**PLEASE MENTION ANY SPECIAL PROBLEMS, IF ANY, I.E. ALLERGIES, (E.G. PENICILLIN, BEE STINGS, ETC), SPEECH DEFECTS, LEARNING PROBLEMS AND THE TREATMENT REQUIRED:**

### **MEDICAL ASSISTANCE**

THE SCHOOL RESERVES THE RIGHT TO SEEK MEDICAL ASSISTANCE FOR A SICK OR INJURED CHILD ALTHOUGH EVERY EFFORT WILL BE MADE TO CONTACT THE PARENT IN THIS EVENT. THE PARENT OR LEGAL GUARDIAN WILL BE LIABLE FOR ANY COSTS RESULTING FROM MEDICAL ASSISTANCE SOUGHT BY VALLEYKIDS FOR YOUR CHILD.

NAME OF MEDICAL AID: \_\_\_\_\_

MEDICAL AID NUMBER: \_\_\_\_\_

**IMMUNISATIONS**

**CITY HEALTH REGULATIONS REQUIRE THAT THE RECORDS OF IMMUNISATIONS ARE KEPT IN OUR FILES. KINDLY SUPPLY US WITH A PHOTOSTAT COPY OF YOUR CHILD'S IMMUNISATION CERTIFICATE UPON ENROLMENT.**

Initial: -----

**CLOTHING**

PLEASE ENSURE THAT YOUR CHILD HAS A SPARE SET OF CLOTHING. A JERSEY MUST ALSO BE SENT EVERY DAY. ALL CLOTHING IS TO BE CLEARLY MARKED WITH YOUR CHILD'S NAME.

**BLANKET, SHEET AND SMALL PILLOW FOR REST TIME**

PLEASE PROVIDE YOUR CHILD WITH A SMALL BLANKET, A SHEET MADE INTO A PILLOW CASE SIZE 1.100M X .600M AND A PILLOW. PLEASE BE AS QUIET AS POSSIBLE WHEN FETCHING CHILDREN DURING REST TIME.

**TOYS AND SWEETS**

PLEASE DO NOT ALLOW YOUR CHILD TO BRING TOYS AND SWEETS TO SCHOOL. NO FOOD OR DRINK FROM HOME WILL BE ALLOWED TO BE CONSUMED ON THE PROPERTY, EXCEPT BY PRIOR ARRANGEMENT.

**BIRTHDAYS**

A BIRTHDAY IS A GREAT EVENT IN EVERY CHILD'S LIFE. YOUR CHILD'S TEACHER WILL ARRANGE FOR A BIRTHDAY RING. MANY PARENTS LIKE TO SEND CAKES AND SWEETS TO SCHOOL. PLEASE REFRAIN FROM SENDING SUCKERS ON STICKS, THEY CAN BE DANGEROUS.

**OUTINGS**

OUTINGS TO PLACES OF INTEREST MAY BE UNDERTAKEN DURING THE YEAR. NO CHILD WILL BE ALLOWED TO ACCOMPANY THE+ GROUP WITHOUT A WRITTEN INDEMNITY SIGNED BY THE LEGAL GUARDIAN. VALLEY KIDS WILL NOT ACCEPT LIABILITY FOR INDIRECT OR DIRECT DAMAGES ARISING FROM THE OUTING. THESE OUTINGS WILL BE CHARGED FOR IN ORDER TO COVER COSTS.

**INTERVIEWS**

PARENTS ARE ALWAYS WELCOME TO DISCUSS PROBLEMS WITH THE TEACHER. PLEASE MAKE AN APPOINTMENT IN ADVANCE IN ORDER TO ALLOW A DISCUSSION TO TAKE PLACE UNDISTURBED.

**THE SCHOOL WILL OPERATE ACCORDING TO THE GOVERNMENT SCHOOL TERMS BUT A FACILITY WILL BE PROVIDED FOR THE CHILDREN DURING THE SCHOOL HOLIDAYS, EXCEPT DURING OUR DECEMBER BREAK WHEN THE SCHOOL WILL BE CLOSED COMPLETELY**

I ..... (I.D NO ..... ) BEING THE LEGAL GUARDIAN/PARENT OF ..... ACCEPT THE CONDITIONS OF ENROLMENT OF VALLEY KIDS NURSERY SCHOOL AS LAID OUT IN PAGES 2 TO 4 OF THIS DOCUMENT.

SIGNED..... WITNESS.....

DATE.....

\_\_\_\_\_

**OUR BANKING DETAILS ARE AS FOLLOWS:**

**Strubens Valley; Valley Kids**

First National Bank

Account holder: Valley kids  
Account number: 62496166052  
Branch Code: 250655

REFERENCE TO US WILL BE YOUR CHILD'S FIRST NAME AND FIRST LETTER OF THEIR SURNAME

**Little Falls; Valley Kids will be updated in June**

Account holder: ##  
Account number: ##  
Branch Code: ##

REFERENCE TO US WILL BE YOUR CHILD'S FIRST NAME AND FIRST LETTER OF THEIR SURNAME

**Please supply with your child daily and monthly as indicated:**

Children under 2 years (Daily):

- 
- Bottles and formula for each feed and for juice. (We do not have the facilities to sterilize bottles; please make sure you send enough).
  - A towelling nappy for feeding.
  - Receiving blanket.
  - 4 nappies.
  - Dummy if your child uses one; on a dummy chain.
  - 2 complete changes of clothes; suitcase or bag.

Children 2 – 3 years (potty trainers) (Daily):

- 5 under pants or panties.
- 3 complete changes of clothes.
- Suitcase or bag.
- A bottle if your child still prefers one.

Children 1 – 2 years (Monthly):

- 2 toilet rolls.
- 1 box of tissues.
- 3 packet of 144 wet wipes.
- 1 Dettol liquid soap.
- Sunscreen in summer months.
- 1Lt Long Life Milk

Children 3 – 4 years (Daily):

- Complete change of clothes
- Suitcase or bag

Children 3 – 4 years (Monthly):

- 4 toilet rolls.
- 1 box of tissues.

- 1 packet of 144 wet wipes.
- 1 Dettol liquid soap.
- 1Lt Long Life Milk

**Children 4 – 5 years (Daily):**

- Complete change of clothes.
- Suitcase or bag.

**Children 4 – 5 years (Monthly):**

- 4 toilet rolls.
- 1 box of tissues
- 1 packet of 144 wet wipes.
- 1 Dettol liquid soap.
- Sunscreen in summer months.
- 1Lt Long Life Milk

