



School Rules

Dear parents

Welcome to Tjokkerland! We are always very excited with the arrival of new friends at our school and are convinced you will be very happy here. We are looking forward to playing a very important role in your life! Here are a few school rules we would like to bring to your attention.

Finances

You are responsible for paying school fees for 2022, R2 400-00 in 12 **months** for the year. School fees need to be paid in advance, **before the 7th of every month**. School fees can be paid in cash at Gerda or directly into the school's FNB Bank account.

Account details for direct payments:

Accountholder: Tjokkerland Speelskool (Pty) Ltd.

Bank: FNB

Account no: 628 703 874 72

All cash and cheques need to be paid directly to the manager; it is not the duty of the teachers to receive any money. This simplifies the process and assures no misunderstandings. Thank you for your co-operation!

School fees for Jan – Dec 2022

PAYMENTS ARE MADE IN ADVANCE FOR THE MONTH

Registration fee – R200

Full day for 1 child – R2 400 x 12

Half day for 1 child – R2 000 x 12

Full day for more than one child – R2 400 for the first child, thereafter R2 100 per child x 12

Half day for more than one child – R2 000 for the first child, thereafter R 1 800 per child x 12

Day-care: R150-00 @ day

YEARLY MAINTANCE FEE – R150 per child, R200 for 2 of more children.

Please come and discuss any problems you might have with the payment of school fees.

Your child will receive a message book which will be sent home every Friday. This will contain important messages as well as the artwork done during that week. The message book needs to be signed and sent back every Monday. All receipts and statements will be sent to you via this book.

Month's notice

In case your child leaves the school, one calendar month's written notice is required. If notice is given and the child is enrolled within two months, there will be no registration fee, but the outstanding month or two will be billed. If more than two months have passed and given sufficient motivation, there will be a registration fee charged.

Time

Full day: 06:45 in the morning to 17:30 in the evening.

Half day: 06:45 in the morning to 12:00 in the afternoon.

All children need to be at school at 08:30 for breakfast. Breakfast will not be served to any child who is late. Please ensure that your child is on time, classes start directly after breakfast!

Children, who are half day, need to be picked up at 12:00.

A fine of R20 @ Child for every 5 minutes late will be payable to all parents that collect their children after 17:30, without notifying the school. This fine is payable within 24 hours. (Cash to teacher who worked late)

School supplies

What do I need to bring on my first day at school:

1. All full day children need a small blanket and pillow during wintertime.
2. All girls with long hair need a comb or a hairbrush, which will be kept at school.

What I need to pack every day:

1. At least one set of clean clothes and underwear.
2. Cooldrink and a lunchbox for break-time. **(NO GASS COOLDRINKS)**

All these items need to be clearly marked with your child's name. The school cannot take any responsibility for lost items that are not marked. At the end of every day lost items are put in the kitchen, and will be given back the next day.

What I need to bring every 6 months:

10 rolls of toilet paper

5 packs tissues

1x A4 paperbacks book (*Kabouters- en Garfield class*) (in the beginning of the year)

1 pritt stick

R30 for "bak en brou"

1x A5 hardback book (*Pooh- en Beertjie class*) (in the beginning of the year)

These items need to be handed in to your child's own teacher.

Meals and breaks

Every day breakfast, a balanced lunch and a snack (cookies, cooldrink and fruit) are provided for your child.

8:30 Breakfast usually consists of porridge (mealie or oats). If your child does not eat any of these, he/she must enjoy breakfast at home. Unfortunately we cannot allow any children to bring their own porridge to school.

As supplement to the meals the school supplies, parents need to pack a lunchbox every day. On request of the parents we have two breaks during the day, 9:40 and 15:40, each about 20 minutes long. Please pack enough food for both breaks.

We try our best to encourage good eating habits and therefore ask parents to pack only healthy foods from **Monday to Thursday**. Examples:

- bread
- raisins and peanuts
- dried sausage
- yoghurt
- fresh and dried fruit
- juice, cooldrink, coloured milk

Every **Friday** we have a special picnic day and you can pack anything you wish in their lunchbox. (sweets, chocolate, etc)

Please ensure that your child can manage their lunchbox and cooldrink bottle with ease. Keep it as simple as possible. Mark it clearly and make sure that bottles do not leak.

Bags

Bags need to be big enough to hold all the following items with ease:

- shoes / sandals
- jacket / jersey / track suit
- lunchbox, cooldrink

T-shirts

Tjokkerland t-shirts are also available in the office. These are worn on Mondays.

Sign-in sheets

Children need to be signed in and out every day. These sheets are on the table in the fourer. These sheets are very important for control, because all the teachers do not work at the same time. Parents use these sheets to communicate whether their child is full or half day or need to receive any medication (Forms available for Meds). The teachers use these sheets to show what and how much the children ate at mealtimes and whether the child slept.

Greetings
Tjokkerland Staff