



### **CONDITIONS:**

- A R150-00 (One hundred and fifty rand) fine will be charged for any learner collected between 17:30 and 18:00. Thereafter it will increase to R250 (two hundred and fifty rand). The fine will also be charged to your account.
- Parents must contact Pat Singh to make alternative arrangements, if they are delayed in collecting a child.
- Parents must contact the Office if a child is absent from School, so that the Aftercare teacher is notified as soon as possible.
- Learners must wear either their full school uniform or sports uniform at Aftercare.
- Aftercare will supply a nutritious lunch at 13:00. Lunch will be wholesome and free of preservatives. e.g. Chicken macaroni, Spaghetti and mince. Etc.
- Aftercare will supply juice/hot chocolate and biscuits during the afternoon.
- Aftercare will close at 15:00 on days that the School closes at 11:00 or 12:00 for holidays and half term.

### **HOMEWORK:**

- Grade 000 – 0 learners are not offered assistance.
- Grade 1 – 2 learners' homework is done on a one-on-one basis. The homework diaries are initialled by the teacher on duty, as a record of the tasks covered that day. It is imperative, however, that parents reinforce the homework done at Aftercare and then sign in the appropriate place in the homework diary.
- Grades 3 homework i.e. reading, spelling and maths, is monitored in a group structure by the teacher on duty.
- Grade 4 – 6 learners should be able to complete their homework independently with minimum assistance.
- Tests and projects require independent research and study time at home. These aspects remain the responsibility of the individual child and their parents.
- Whilst children of all grades are given appropriate assistance at Aftercare, it is imperative that parents reinforce homework, monitor and sign the homework diaries daily. The diaries are effective records of communication and thus assist parents in monitoring their child's work and behaviour, thereby alerting parents to any areas of concern that may arise, as soon as possible, so that structured intervention can be implemented.

## **RULES:**

Aftercare will be located in one of the unused classrooms for 2010 after the child's School day has ended. Learners who participate in an extra cost extramural activity must return to the Aftercare Classroom once that activity is completed.

- Grades 000 – 2 learners may play on the climbing equipment and in the sandpit. Juice / hot chocolate (depending on the season) and biscuits will be offered at 15:00.
- Grades 3 – 6 learners are required to complete their homework in the designated Homework Room from 14:00 – 16:00. Learners who are involved in an extramural activity must complete their homework once their activity is completed.
- Once homework is completed, juice/hot chocolate (depending on the season) and biscuits will be available.
- Learners may not leave the School grounds without the permission of the teacher on duty.
- Learners may not go home with persons other than those specified on the Application Form. Parents should inform the Aftercare, via the office, if someone else will be collecting their child/children on any given day.
- Please inform the Office if your child is absent, so that this information can be passed on to the Aftercare teacher. Full Time Aftercare children who are absent will not be refunded Aftercare fees.
- No dangerous games, throwing of stones, bullying, or any other bad behaviour will be tolerated. The guidelines in the code of Conduct will be strictly adhered to.

# AFTERCARE CENTRE

## APPLICATION FORM:

### DETAILS OF CHILD / CHILDREN:

	Name:	Class:
1 <sup>st</sup> child		
2 <sup>nd</sup> child		
3 <sup>rd</sup> child		

### My child / children will be attending on: [Please tick the appropriate box]

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

### (Please tick where applicable)

Full Time		Ad hoc basis	
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### Full Home Address:


### Telephone Numbers:

Home:			
Office (Mother):		(Cell)	
Office (Father):		(Cell)	

### ALTERNATIVE EMERGENCY CONTACTS

1.	Name:		
	Address:		
	Tel. No.	Home:	
		Office:	
		Cell:	

2.	Name:		
	Address:		
	Tel. No.	Home:	
		Office:	
		Cell:	

**COLLECTION**

**Who may collect your child/children?**

1.		2.	
3.		4.	

**Family Doctor's Name:** \_\_\_\_\_ **Tel. No.:** \_\_\_\_\_

**Please list any medical information about which the Aftercare Staff should be aware:**

**Medical Aid Society:** \_\_\_\_\_

**Medical Aid Number:** \_\_\_\_\_

In certain instances, emergency medical treatment may be required to be administered to a learner by a medical practitioner, paramedic or a like person. Such treatment will be for the parent's account and the teacher on duty is hereby authorised to request such assistance as he/she may in his/her discretion deem necessary.

**INDEMNITY:**

The parents (whether natural, adoptive or foster parents) hereby indemnify and agree to hold harmless Southdowns College, the Board of Governors, the Headmaster and Staff, or the authorised agents or representatives of the aforementioned, against any and all claims, howsoever arising, including negligence, arising out of any injury, death, loss damage, cost or expense, including legal costs, suffered by the learner or a third party as a result of or during the learners participation at Aftercare.

I have read and understand the contents of this document and agree to abide by all the terms and conditions therein.

\_\_\_\_\_

**SIGNATURE**

**PARENT/LEGAL GUARDIAN**

\_\_\_\_\_

**DATE**