

Tel: (011) 902-5110

Cell: 065 314 9147

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Email: [info@noddyschool.co.za](mailto:info@noddyschool.co.za)



# NODDY

**CRECHE, NURSERY SCHOOL,  
GRADE 0 AND AFTERCARE**

30 Fraser Street

Albemarle Ext.2,

1401

[www.noddyschool.co.za](http://www.noddyschool.co.za)

Welcome to ***Noddy Creche, Nursery School, Grade 0 and Aftercare (Noddy Creche)***

Noddy Creche has a long history in the area and prides itself on solid tradition, tried-and-tested child-care policies!

Please read through this Information Sheet and once you have decided this is the right school for your child, kindly complete the attached Enrolment Form, Information Notice Form and Emergency Information Form and return same to the school as soon as possible.

### **Age / Grade Acceptance:**

*Creche, Nursery School and Grade 0 (R):*

- Children from the age of 3 months to Grade 0 (R).

*Aftercare:*

- Children from Grade 0 (R) to Grade 5.

### **Hours (Monday to Friday):**

Noddy Creche is open from 06h30 and closes strictly at 17h30. A fine of R2-00 per minute over closing time, will be payable by you to the staff member waiting for your child to be collected.

### **Enrolment Deposit:**

A R500-00 (refundable) deposit is required which will be deducted from the first month's fees.

### **Fees:**

Fees paid in full by the end of January are granted a 5% discount.

Fees are payable in advance, on or before the 5th of each month, either by cash, cheque, or via EFT (preferred) (proof of payment to be provided).

If your account falls in arrears, your child may not attend School until payment is received in full. This rule will apply from the 6th of each month should your financial obligations not be honoured.

A late payment fee of R180-00 will be charged on outstanding accounts. This late payment fee will be charged each month your account runs in arrears.

Fees are not refundable for reasons of illness, holidays or any other cause. Should a child not be present at school for any period of time, for whatsoever reason, the monthly fees will still remain due and payable.



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Fees are divided over a 12 month period. One calendar months written notice, on or before the 1st of the month must be given, prior to taking the child out of Noddy Creche. Failing this, you will be held liable for payment until notice is given (no exceptions will be made). November and December will not be accepted as a notice month.

### **Stationery / Toiletries:**

Parents are asked to please bring the following supplies to school for each child for the year:

#### *Creche & Nursery School*

- R250-00 for stationery,
- R200-00 for Workbooks (Grade 0 (R) only),
- 1 x small photograph of your child (for the class birthday chart),
- 1 x empty 2ℓ ice-cream container,
- 2 x bar hand soap,
- 2 x box tissues (200's),
- 20 x toilet rolls,
- 2 x face cloths.

#### *Aftercare*

- R100-00 for Homework Stationery,
- 2 x box tissues (200's),
- 20 x toilet rolls.

### **Daily Itinerary:**

*Breakfast:* ..... 08h00 to 08h30

*Class Work:* ..... 08h30 to 10h00

*Morning Snack:* ..... 10h00 to 10h30

*Lunch:* ..... 11h30 to 12h00

*Rest:* ..... 12h00 to 14h00

*Afternoon Snack:* ..... 15h00 to 15h30

### **Medicine Chart:**

In compliance with health regulations, parents are required to fill in the medicine chart should specific medication be administered during school hours. However, any child suffering from a contagious ailment or fever must please be kept at home.

### **Rest Time:**

Written notification is to be given to Noddy Creche if you prefer your child not to sleep during 'Rest Time'.

### **Aftercare Centre:**

Please note that Noddy Creche has limited space available in its Aftercare Centre. Holiday care is provided, at no extra charge



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### **Aftercare Collection:**

We offer a collection service to children attending Dinwiddie Primary and Elandia Primary. Furthermore, we are able to collect children who participate in extra mural activities at their respective school, with our LAST collection time being 16h00 each day.

Once arrangements are in place with regard to the collection of your child from school or after school activity, and should your child NOT require collection on a particular day for whatsoever reason, kindly notify us VERBALLY.

### **Extra-Mural Activities:**

A number of activities are available, namely; Computers, Drama, Minnie Musik, Soccer and Swimming. Information and enrolment forms for these activities will be provided on request but is dependent on school fees being paid up to date.

### **Packed Lunches:**

Should you prepare additional lunch for your child for school, please pack a nutritious lunch. Excessive fizzy cold-drink and sweets are not helpful to your child's ability to learn at school. Furthermore, please do not allow your child to bring chewing-gum or peanuts to school, for both health and safety reasons.

### **Lost Property:**

Noddy Creche cannot be held responsible for lost property. To avoid any unnecessary conflict or confusion all personal belongings (i.e. bags and clothing) must be clearly marked with your child's full name. Items not collected from the lost property after a prolonged amount of time, will be donated to Amcare.

### **School Bag:**

It is essential that you send a bag/suitcase to school each day for your child. This bag must be clearly marked with your child's full name.

### **Holidays / Closure:**

Noddy Creche is closed on all Public Holidays and for a two-week break in December.

### **Banking Details:**

*Institution:* ..... Absa Bank

*Account Name:*..... Noddy Creche

*Account Number:* ..... 01006840139 (Cheque)

*Branch Code:*..... 513-542

Please feel free to ask any questions that you feel may be important for the well-being of your child.

~~ THANK YOU ~~