



# St Dominic's College, Welkom

P.O. Box 574, Welkom, 9460  
057-352 3905



## “LITTLE SAINTS” NURSERY SCHOOL 1-2yrs REGISTRATION INFORMATION

The “Little Saints” Nursery School caters for children from the age of 12 months until 2 years. The following year, in January, (*the year in which they turn 3 years*), they will move across to our Owl class, which caters for children from 2-3 years, who then graduate and move across to our Pre-Primary School, RRR Class in January of the year they turn 4 years old.

### **RULES:**

1. **ARRIVAL TIMES:** Children are received personally from 07h00 - 08h00 by our competent Assistants.

**Please Note:** Children may not be left at the gate, but must be handed over to the person on duty.

- **Breakfast:** Breakfast will be served at 08h00 each day. Children arriving later than 08h30 will not be served, so please ensure that your child eats breakfast at home if you arrive later.
- **Collection:** Only the parent or the person authorised by the parent must fetch the child at the classroom. Under no circumstances will any child be allowed out of the Nursery School premises unsupervised.
- **Please Note:** Parents are requested to collect their children on time, as it upsets a young child terribly if all the other children leave and he/she is kept waiting.

### 2. **REFRESHMENTS AND FOOD:**

- Breakfast will be served at 08h00. Fresh fruit will be served at 09h30. Due to Covid-19, please provide your child with their own juice and water daily.
- Lunch will be served at 11h30.

### 3. **NOTICE OF ABSENCE:**

- Parents are kindly requested to contact Mrs Gayle Thompson 083 308 4800 by 08h00 if a child will be absent. This is very important.

### 4. **CLOTHING:**

- Parents are requested to see to it that young children wear clothes in which they can play comfortably and which may be dirtied.
- The day's 'work' includes playing with paint, sand and mud. Smart clothes may prevent a child from taking part in these activities.
- Young children are encouraged to be independent and parents must ensure that clothes can easily be put on and removed by the children themselves.
- **ALL CLOTHES ARE TO BE MARKED, INCLUDING UNDERWEAR, SOCKS, HATS, BOTTLES, ETC.**
- The Nursery School will not be held responsible for any lost items if they have not been clearly marked.

### 5. **TODDLERS:**

- During toilet training, 'accidents' are likely to occur, and a set of clean clothes should always be available.
- **PLEASE PROVIDE THE FOLLOWING EVERY DAY:**
  1. Bag, all clothes and hat clearly marked with child's name.
  2. Nappies (disposable)
  3. Wet Wipes only.
- On your child's first day, the teacher will give you a stationery list for the year.

**INFORMATION: NURSERY 1-2 YEARS**

**6. BIRTHDAYS:**

- A birthday is a great event in any child's life, and others love to share in it. Parents may arrange beforehand to bring refreshments on this day.

**7. SCHOOL HOLIDAYS:**

- 'Little Saints' Nursery School will be open during school holidays, but parents are to please supply their children with a breakfast and a lunch daily, as we do not prepare meals for the children during the holiday period.
- All rules and times still apply during school holidays, but we close at 16h00.
- Please note that the Centre will close for three (3) weeks over the Festive Season.

**8. REQUIREMENTS:**

- At the start of term 1, 2 and 3 parents are to please bring the following items:
  - 1 Box of tissues
  - 3 packet of wet wipes
  - 1 Bread Spread

**9. PROBLEMS AND PERSONAL APPOINTMENTS:**

- Parents are most welcome to discuss any problems with Mrs Gayle Thompson.
- A personal interview can be arranged so that parents can talk openly to the staff.

**10. ADDITIONAL SERVICES PROVIDED (free of charge):**

- Music Appreciation will be offered once a week.

**11. HOURS:**

Full Day: 07h00 –17h00; Fridays: 07h00 – 16h30

Half Day: 07h00 – 13h00

**12. FEES (per month):**

Full Day or Half Day: PLEASE SEE *FEE STRUCTURE FORM* FOR PRICES.

**There are three payment options:**

**Debit Order:** Please complete and return the debit authorisation form supplied.

**Cash:** Payable at the Accounts Office at the High School.

**Electronic Bank Transfer:**

**Banking Details:**

St Dominic's College

Standard Bank

Current Account: 040 146 995

Branch Number: 05 55 35

- Fees are payable monthly in advance from the end of January until the end of November, by no later than the 7<sup>th</sup> day of the following month, before interest is charged.
- No refunds are payable for any absentees.
- 3 month's written notice is required if a child is to be taken out of the nursery school.
- **NB. PLEASE NOTE THAT SIBLING DISCOUNTS, ADVANCE PAYMENT DISCOUNTS AND SCHOLARSHIPS/BURSARIES ARE NOT APPLICABLE IN THE "LITTLE SAINTS" INFANT CARE CENTRE.**