



AFTERCARE FEES AND POLICY

AFTERCARE FEE STRUCTURE

All payments to be made in advance for monthly payments, aftercare fees are based over **12 months**.

This does not include school holiday programmes.

Monthly payments are expected and must be made by the 25th day of every month or when you have received the invoice from the school.

Aftercare Fees 2023	
Aftercare fees monthly - early collection 3 days per week	R 440
Aftercare fees monthly - early collection 4 days per week	R 580
Aftercare fees monthly - early collection 5 days per week	R 720
Aftercare fees monthly - Late collection 3 days per week	R 570
Aftercare fees monthly - Late collection 4 days per week	R 760
Aftercare fees monthly - Late collection 5 days per week	R 950
Daily Rates Early Collection	R 60
Daily Rates Late Collection	R 90

AFTERCARE TIMES

Children that are collected after 1:20pm will be sent to aftercare and charged daily rates.

Collect your children at the correct times. Should they have an extra mural activity make sure you check what time the extra mural will finish, children must be collected from their extra mural timeously. If you are late to collect from the extra mural your child will be sent to the aftercare class and you will be charged the daily rate.

School times are as follows:

Children in the Playful Pups end their school day at 12h30.

Children in the Busy Bugs end their school day at 12h30.

Children in the Happy Hoppers end their school day at 13h00.

Children in the Curious Crew end their school day at 13h00.

Children in the Smart Squad end their school day at 13h00.

PURPOSE OF AFTERCARE

The Aftercare facility at EcoKids Preschool is designed to help parents balance work and family commitments, whilst providing children with fun afternoon activities. Our goal is to create a homely environment where children can relax and play within a safe and friendly atmosphere.



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ADDITIONAL SERVICES OFFERED

A healthy afternoon Snack at is served at 15h15 for late collection children. A guided activity follows which varies daily. Some examples of these activities are, Nature Walks, art activities, music and movement-based games, waterplay.

SAFE ENVIRONMENT

The aftercare staff take responsibility for the children in their care and ensure a parent or designated guardian comes to collect the child. During this time, every reasonable precaution will be taken to provide a safe and nurturing environment.

Parents are to inform the aftercare staff via the aftercare group, a personal message should someone other than them be collecting their child.. If the child is collected by any other person, then the parents must notify the Aftercare Staff / School Principal prior to collection, telephonically.

Minor injuries will be dealt with in an appropriate manner

- Parents immediately notified.

Serious injuries will be handled as follows:

- Paramedics called in.
- Parents immediately notified.
- If hospitalisation required, then child will be taken to nearest hospital/clinic (Linmed Hospital) and the parents will be responsible for all costs.

REGISTER

The Teachers will take the register to determine which children are present each day for aftercare and you will be billed accordingly as per the monthly or daily rate. At the beginning of each term, parents must provide the Staff with their child's extra-mural programme.

AFTERNOON SNACK (Late collection children)

Drinking water is always available, each child will be encouraged to eat the snack offered as per our weekly aftercare menu. Available on request

CLOTHING AND POSSESSIONS AT AFTERCARE

Children must have a change of clothes, a hat, sunscreen and water-bottle. All clothes and possessions must be clearly marked with your child's name.

Each child must have a suitable bag for all items and clearly marked.

No toys from home are allowed at school and the staff cannot be responsible for the toys.

DISCIPLINE

If there are discipline problems, a child will be taken aside and spoken to in a calm yet firm manner.

Each child will be taught to say sorry and learn to forgive one another in a loving manner.

The staff will attempt to enforce consistent, fair discipline when necessary so that each child will learn respect and self-discipline. Parents will be contacted with more difficult cases.

COMMUNICATION

Good communication is essential for good relationships. We always have an open-door policy.

If you have any queries or issues you can contact her directly telephonically or via email. Aftercare staff may be contacted telephonically between 13h00 and 17h30 on weekdays.

AFTERCARE DALY ROUTINE

12:30 - 13:00	Younger children nappy change and get ready to nap.
13:00 – 14:30	Sleep and rest time
14:45 – 15:00	Toilet routine, wash hands and Early after care collection time
15:00 – 15:30	Afternoon Mealtime
15:30 – 16:30	Guided play activities (nature walks, obstacle courses, dancing and singing.) Free play outdoors with pre-setup activities (e.g., play dough or clay moulding, crafts and basic construction, bubble blowing, sensory tables)
16:30 – 17:00	Toilet routine, wash hands, Tidy Up time and Story time
17:00 – 17:30	Indoor playtime and collection

PARENT GRIEVANCE PROCEDURE

All grievances should first be discussed between the parents and the Aftercare Supervisory Staff in a spirit of understanding and forgiveness with the aim of resolution and restoration of relationship.

If the grievance has not been resolved between the parties concerned, the matter should be referred to the School Management Team of the School.

Any discussion should aim to resolve the issue and restore the relationship.

We look forward to welcoming your child to aftercare.