

PROTOCOL FOR 2018

All parents have to attend meetings or send someone on their behalf or parents will be fined R10.00 for not attending.

On your first day of registration please fill up the registration form and put your signature to confirm that you agree with our terms and conditions.

We cannot register your child without the following copies

- **Your own ID Copy certified**
- **Your child's birth certificate certified**
- **Your child's immunization certificate with all dates**

Mama's care day care & pre-school raises funds by having educational trips and donations together with a family trip and Christmas party towards the end of the year. It is compulsory that all parents who have children here in our day care centre to contribute to all arrangements that will be implemented.

Fee payments must be done by the 30 or the 1st of each month, if you get paid month end your due date is the 1st when you pay on the 2nd you will have to pay areas of R50.00

If you get paid on the 15 of the month your due date of payment is the 16. If

you get paid on the 21st your due date is the 22nd of that particular month.

If you get paid on the 25th your due date is the 26, on the 27 your due date is the 28 of the month. Please pay as we have agreed, no excuses for any payment or if no payment is made kindly stay home with your child until you pay your child's school fees.

If you fail to pay for trips but you are able to pay your school fees, we will take the school fees money and pay for the trip therefore we will not continue with your child if you don't pay that money.

Our December fees have to be paid at the end of June, meaning that you will have to pay double fees which is for July and December. This is compulsory to every child who attends at our centre. NB WE ONLY WORK TWO(2) WEEKS IN DECEMBER.

Our contract with you is 12 months from January until December, if you decide to take out your child you will have to pay all the fees for the 12 month (1year) contract.

Parents kindly bring us a clean child everyday

Parents please respect us and the work we do by bringing your child in time in the morning at 08H00 am , time management is very important.

Parents please make sure that you do sign the register in the morning and in the afternoon when you fetch your child.

Parents please be aware that you will not receive any refunds for paying registration, fees, trips and donations or we will not give back any toiletries or stationary.

We open on Saturdays for R100 from 6am to 5pm, We provide 4meals per day.No snack needed.Trips included in school fees.

CODE OF CONDUCT PERTAINING THE CHILD'S HEALTH

Parents should not bring ill children to the learning site.

If the child is sick he/she must stay home until he/she has fully recovered.

If your child gets ill at the learning site you will be summoned to come fetch him/her.

If your child has to go for immunization you don't have to bring the child at the crèche .

If you take long to come or send someone else we will be forced to call an ambulance for your child.

Be aware that we do not take any medications at Mama's care because of some circumstances concerning medicine, please make sure that you give your child medication at home.

Parents please do not bring us children with sores,rush,chicken pox,pink eye or any contagious infection for that matter or diarrhea at the learning site.

I.....parent(s) of.....agree with all the rules,regulations and about trips and donations of Mama's Care day care & pre-school for 2018 as I have read well every above mentioned word.

Signature of

parent(s).....

Fees are as follows

Registration

1 to 3years R900

4 to 6years R1250

Monthly fees

1 to 2years R660pm

3 to 6years R590pm

Stationary and toiletries will be submitted first day of the child's attendance at school.

I also agree that I will pay fees on a monthly basis on or before the due date and bring toiletries,stationary and my child will attend trips, do donations and be part of Mama's care day care & pre-school by having our school uniform.

Name and surname.....

Signature.....

Date

PARENTAL CONCERN

I.....parent ofallow my child to participate in all activities at Mama's care day care & pre-school and all the trips they will be having in 2018. As I'm aware that this day care is a Christian Day care centre I allow my child to participate in all prayers that they do and I give permission to the principal to pray for my child in times of sickness as she is a servant of God.

Name of parent.....

ID umber.....

Parent signature.....

Date