



SHUTTLE KIDZ

www.shuttlekidz.co.za

DISCOVERY DAYCARE

1 Monte Vista Boulevard
Monte Vista, 7460
021 558 6150

APOLLO AFTERCARE

14 Pringle Way
Edgemoor, 7441
021 558 6152

ENDEAVOUR EDUCARE

Park Lane
Century City, 7441
021 555 0037

ENDEAVOUR TOO!

Century Way
Century City, 7441
021 110 5854

RULES & REGULATIONS

Our aim is to provide an educational support facility for young children.

TO THIS END WE OFFER THE FOLLOWING:

- i. An educare centre where children, through example, will acquire a set of moral values based on Christian principles.
- ii. Hygienic conditions where healthy habits are inculcated.
- iii. A quiet, stimulating environment conducive to learning.
- iv. Safe and controlled recreational areas to foster physical development.

OUR FACILITIES PROVIDE FOR:

Full day care or half day care for children aged between fifteen months and five years.

Grade R classes for children who are turning six.

Aftercare for children aged between six and twelve years at Apollo Aftercare Centre.

HOURS:

- i. Parents are expected to be punctual when delivering and collecting their children.
- ii. Hours are: **Full day: 07h00 to 17h30**
Half day: 07h00 to 13h00
Grade R: 07h00 to 17h30
- iii. While we do undertake to care for children beyond 17h30, we charge an overtime rate of R2.00 per minute for providing the extra service. **Please note that this is strictly enforced.**
- iv. Hours include school holidays, but exclude public holidays. We close for our annual holiday (15 working days) in the third week of December, and re-open in the third week of January. See notes regarding fees below.

MONTHLY FEES:

Effective 1 January 2018. Fees are increased annually in January.

Discovery Daycare Centre:

- Full Day: R3000
- Half Day: R2800

Apollo Aftercare:

- Full Day: R1700

Endeavour and Endeavour Too! Educare:

- Full Day: R3210
- Half Day: R2970
- Grade R: R3520 (only offered at Endeavour Educare)

NOTES WITH REGARD TO FEES:

- i. Fees are paid monthly in advance and are not negotiable. No deductions are made for absenteeism.
- ii. Fees are due on the **last working day** of every month.
- iii. Fees for December are charged in full, but a discount is offered on early payment of January fees.
- iv. Fees are increased annually in January.
- v. A registration fee of **R1500** is payable on acceptance, and is **not refundable**.
- vi. An administration fee of **R2000** is payable by all children applying for our Grade R class. This fee will include your child's stationery for the year and is **not refundable**.

EXTENDED VACATIONS: If you are travelling overseas for an extended period of time (+ 3 months) a retainer fee must be paid for each month that your child is absent in order for us to retain his/her place at our facility.

TERMINATION:

A calendar months' notice must be submitted if you intend to remove your child from our care.

DISCIPLINE AND PUNISHMENT:

- i. We do not believe in petty discipline. We use time out as a method of discipline for inappropriate behavior.
- ii. Children are encouraged to behave in a socially acceptable manner and to show respect for themselves, their peers and their surroundings.

WHAT THE CHILDREN ARE TAUGHT:

- i. The alphabet, numbers, shapes and colours.
- ii. Drawing, painting and writing of their names (older children only).
- iii. Songs, nursery rhymes, music and movement.
- iv. Social graces, manners and hygienic habits.
- v. Dressing skills.

GRADE R children follow the national curriculum as laid down by the Department of Education.

WE ENCOURAGE THE DEVELOPMENT OF INITIATIVE, SELF-DISCIPLINE AND INDEPENDENCE.

EXTRA ACTIVITIES WE OFFER:

- i. **MOTORWORX:** A fun physical program devised and run by a qualified Foundation Phase teacher, which is aimed at enhancing motor skills and development. For ages 3 - 6 years old.
- ii. **EXPERI-BUDDIES:** A weekly program that uses experiments to show young children that the world of science can be fun. For ages 4 - 6 years old.
- iii. **SPEECH & DRAMA:** A weekly cultural activity to enhance self confidence and build self esteem. For ages 3 - 6 years old.
- iv. **MANNERS4MINORS:** A weekly program using a fun, interactive and age appropriate approach to develop good manners, core values and morals. For ages 4 - 6 years old.
- v. **DANCING:** Dance programs including hip hop and ballet for fun and enhanced gross motor development. For ages 3 - 6 years old.
- vi. **CLICK-A-MOUSE:** Weekly computer classes (as a basic introduction to computers) offered on site by a mobile computer school. Currently only available at Endeavour Educare Centre and Endeavour Too! For ages 3 - 6 years old.
- vii. **FUZION SPORTS:** Cricket and soccer based ball skills are taught in a fun, non-competitive environment. For ages 4 - 6 years old. Not available at Discovery Daycare.
- viii. **KINDERMUSIK:** Weekly classes that helps develop emotional, social, physical, cognitive and musical skills. For ages 1 – 6 years old. Not available at Discovery Daycare.
- ix. **YOGI BUDS:** offers an integrative curriculum which encompasses yoga and also explores art, imaginative storytelling, life skills and learning about the environment around us. For ages 3 - 6 years old.

- x. **SPEECH –LANGUAGE THERAPIST:** Shireen van der Bergh is a qualified speech therapist who visits us once a week to assist children.
- xi. **SPECIAL EVENTS:** Entertainment, guest performers and extra-ordinary activities to make special occasions like school holidays, Easter, Halloween and the Festive Season etc. fun and exciting. A nominal fee and/or donations are usually requested to allay costs.
- xii. **TUCKSHOP:** This is open every Friday morning and children are encouraged to do their own “shopping” for the weekend.

REST PERIOD:

A rest period from 13h00 to 14h15 is compulsory for all children.

PARENTS PLEASE NOTE:

- i. Full day and half day children are to bring a portion of edible fruit to crèche every day.
- ii. Grade R children are to bring their own snack box every day (including during school holidays). This snack should include a sandwich or yoghurt, a piece of fruit and a juice. NO sweets, chocolates, energy drinks or fizzy sodas.
- iii. A change of clothing is to be kept in your child’s bag at all times.
- iv. The wearing of sunscreen is recommended in the months from September to April. Parents are to apply this at home.
- v. All clothing and shoes must be clearly and indelibly marked.
- vi. No sweets, toys or personal possessions may be brought to the crèche.
- vii. Absenteeism must be reported.
- viii. Children with infectious diseases must be treated and cared for at home.
- ix. Children must be able to feed themselves and drink from a cup or a pull top bottle.
- x. We do not cater for children with food allergies.
- xi. We prefer to work with children who are potty-trained! Where potty-training is necessary, it remains primarily the responsibility of the parents concerned. However we will assist you with this if you are prepared to follow our recommendations, and work together with us in your child’s best interests.
- xii. A box of tissues and four toilet rolls are to be provided on request, usually every three months.
- xiii. All parents must sign an indemnity form before admission to SHUTTLE KIDZ is approved.
- xiv. All children are enrolled at SHUTTLE KIDZ on a one-month trial. During this time a twenty four-hour notice period will apply, either way.
- xv. **It is compulsory for the children to wear a sunhat when playing outside in summer. You will need to purchase a Shuttle Kidz hat for R55.00.**

RIGHT OF ADMISSION IS RESERVED