



FIRSTSTEPDAYCARESA@GMAIL.COM



065 938 5910

313 11TH AVENUE
GEZINA; 0084

THANK YOU FOR YOUR ENQUIRY

Dear Parents,

First Step is an educational organisation that has provided services to Gezina since 2006. This mid-sized childcare facility serves children from six weeks to six years of age and up to matric students aftercare facilities. We use a school readiness program based on the Curriculum and Assessment Policy Statement (CAPS) for our Grade R and R.R. class and the Early Learning and Development Area (ELDAS) for our 0 – 4 years as provided by the Department of Basic Education. Part of our weekly program is a Speech- and Occupational therapist giving class therapy sessions to our children.

Our services are safe and secure, providing our parents with a place to care for their children with love. Our staff attends courses regularly to keep updated with the latest educational methods.

First Step recognises God the Father, the Son, and the Holy Spirit.


He gave us the mandate to educate and train our children in the facts and the information required in this technological age; more importantly, our children need an impartation of Godly wisdom. By doing this, they must learn about Jesus's Love through the Bible.

We want to teach our children to be independent, self-disciplined, self-controlled, responsible, determined and reasoning young adults. We aim to engender respect and love for each other.

We will strive to produce soundly educated children equipped to enjoy fruitful progress in a satisfying life in a community with the best equipment and methods available within our structures.

We have an Aftercare facility on the premises, where children can do their homework; we also accompany them back to school for their extra murals. During the examination time, we provide spare study time to the children.

Our doors are always open, and we invite you to raise any concerns.



The following copies must be provided with your application:

- ✓ Copies of parent's I.D.'s
- ✓ Copy of learner's birth certificate
- ✓ Copy of learner's clinic card
- ✓ Copy of Medical aid card
- ✓ Municipal account
(proof of address)

Your child will have adult supervision from Monday to Friday (13H00 - 17H30).

All children must be at the aftercare by 13H45.

Homework will only be done between 14H00 and 15H00. Please see that your child brings their stationery to do their homework. **WE DO NOT HAVE STATIONERY FOR THEM.**

If your child wants to participate in extra activities after school, they must bring a written letter from you, the parents/guardians. Children will only attend activities with a parent's note.

If your child should attend school holidays aftercare, an extra R70 per day will be charged to your account.

Fees include meals as stipulated on the menu available on request.

The school offers a safe environment with security features like security gates and cameras.

The centre will be open throughout the year except for public holidays and the December holidays from 16 December 2024 to 03 January 2025, when it will be closed. We will also be closed to make it a long weekend on Friday, 22 March 2024, and Monday, 23 September 2024.

Parents must pick up children no later than 17H30

All children collected **after 17h30** will be **charged R200** per hour or part thereof, **payable immediately** when fetching your child.

Should any other person collect your child as stipulated on your form, the school needs to be notified, OR a telephone call will be added to your account.

The parent/guardian of a learner must provide all stationery. We do not have stationery for them.


Registration fees are **NOT** refundable.

All fees are to be **paid in advance on the 1st of each month** throughout the year, **payable twelve months a year**, regardless of any absenteeism. If First Step must **shut down** for any disaster state or reason, parents must **still pay aftercare** fees, and only your calendar month of notice will set you free from your responsibilities.

No cash will be accepted on these premises, and school fees must be deposited. If you pay at the bank teller, include an **R90 cash handling** fee every month; alternatively, use internet banking or Debit Orders to avoid cash handling fees.

Fees will increase on the 01 January of each year. The inflation percentage will be communicated to you two months in advance.

Suppose an account has not been paid up in full or paid after the 2nd of a month; a **penalty fee of R300** will be charged. If school fees are not paid in full by the 2nd of the month, your child will not be accepted at aftercare on the morning of the 3rd.



Parents must give one calendar month of written notice. No notice will be accepted in October to avoid paying December fees.

Please remember that Fees are payable until December (twelve months) throughout the year. Even if you go on holiday, including December, your agreed fees must be paid in full. Payments must be made in full if your child is sick or not attending the aftercare.

Should you remove your child from the aftercare without one calendar month of written notice or the outstanding fees not being paid in full, your account will be handed over to a Credit department for Blacklisting. Both parents will be liable for all attorney's costs, additional charges and collection fees.

Monthly aftercare fees paid for a particular month are not refundable.

***Fun days are compulsory** and must be paid whenever required.

Please make written arrangements if needed. Please watch our Parent App, notice board and Facebook page for important dates and notes.

Your child may appear on our social media from time to time. Please let us know if you want to avoid your child on any social media that First Step may use.

Tags for our security gate must be bought in cash at the office. We ask that you do not let other people in or out with you at the gate; it is for your child's safety. Every parent must have their Tag for safety reasons.

Your child may appear on our social media from time to time. Please let us know if you want to avoid your child on any social media that First Step may use.

The following must be **brought every month**, or your account will be Debited:

- 3 x rolls of toilet paper

All items sent to the school should be marked with your child's name. First Step will not be held responsible for any belongings lost or stolen on the premises.

Aftercare Program time:

Drop-off:	06:00 to 07:00
Fetching from	
Robert Hicks gate:	13:30 - 13:50
Lunch:	13:45 - 14:00
Homework:	14:00 - 15:00
Bread and Juice:	15:15 - 15:30
Free play:	15:30 - 17:30

Parent Childcare App:

First Step uses the Parent Childcare app and Parent check-in for administrative and check-in purposes. All communication will be done through the app.

Please download the app before clicking on the link in your email from Parent. Create your password; you can only visit your child's profile after this process. Please fill in all the details under the small icons.

We are looking forward to welcoming you to First Step.

Regards

Annelle Botes





Price List - 2024

Mandatory once-off Fees

Admin Registration Fee

R 250.00

Yearly Admin

R 150.00

Mandatory Items to purchase

Security Gate Tag

R 80.00

Service Options

Full month Aftercare

R 950.00

Extra Fees

December contribution per Month

R 50.00

