



# Tamboerskloof After School Centre

Cell: 0724633053 available on WhatsApp / Telegram / Signal  
School: 021 423 6338  
Email: tkpsasc@gmail.com

## Information Sheet

### ❖ HOURS OF BUSENESS:

- Mon to Fri – end of school day until 17:30; and
- Closed public and school holidays.

### ❖ LATE FEES:

- **Until 18:00 - R50.**
- **18:00 to 18:30 – R75.**
- **After 18:30 – R100 per half hour or part thereof; and**
- **R5 will be charged for each call made to contact you.**

**IF THERE IS NO CONTACT MADE BY A PARENT GOING TO BE LATE BY 18:30 YOUR CHILD WILL BE DROPPED AT THE NEAREST POLICE STATION.**

### ❖ COLLECTION:

- Continuous late collection of a child will result in that family being asked to leave the A.S.C.
- If you will be late, please advise us on 0724633053 – WhatsApp/Signal or Telegram.

### ❖ A.S.C. MONTHLY FEES:

- Payable in advance and due by 7<sup>th</sup> of each month.
- A.S.C. Fees may be paid with school fees please reference Aftercare when payment is made.
- **For EFT payments, please send proof of payment to school and to tkpsasc@gmail.com**
- Should you have any enquiries or wish to discuss a payment plan, please contact the school's Bursar.
- **One months' notice is required / fees to be paid in lieu of notice.**

### ❖ FEE STRUCTURE:

- Grade R to 2 (full day) ..... R746.04pm x 11 = R8206.49pa
- Grade 3 to 7 (full day)..... R589.00 pm x 11 = R6479.00pa
- Half day until **STRICTLY** 3pm..... R 327.22 pm x 11 = R3599.44pa  
( learners collected past 3pm, late fees will apply.)
- Casual/Daily Rate.....R80 per day.



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## ❖ CHANGE OF CONTACT DETAILS:

- **In an Emergency we must be able to contact you. So please keep us updated of any changes to your contact details.**

## ❖ ILLNESS:

- **The A.S.C cannot administer any medication unless written consent is given with the dosage and times to be given.**
- Medication must be correctly labelled with child's name.
- Although all precautions are taken to ensure the safety of your child, injuries do occur and neither Tamboerskloof Primary School nor A.S.C. are liable for any expense that may occur as a result of these injuries.
- No child may attend the A.S.C. with a contagious illness, this includes pink eye ,lice, vomiting and diarrhoea; OR Covid-19 and
- Should your child fall ill or need medical attention you will be contacted.

## ❖ CLOTHING:

- Please ensure all school uniforms are **labelled**.
- Lost clothing without a name that is left at school longer than a week will be sold at clothing depot; and
- Clothing that has a name will be returned at a charge of R5.

## ❖ MEALS AND SNACKS:

- Please provide a healthy lunch and snack and juice or water for the afternoon.
- Please no sweets except on Friday's.
- No Party Packs.

## ❖ ABOUT US:

- We have seven staff members.
- Four Groups
- Grade R (2 staff members) Green Wendy.
- Grade 1 and 2 (2 staff members) in main A.S.C. classroom A.
- Grade 3 and 4 (1 staff members) in Main A.S.C. ; and
- Grade 5, 6 and 7 (1 staff member) in Library.

## ❖ AFTERNOON ROUTINE:

- **12:30** – Mon to Fri Lunch and Register
- **13: 00** - Free play.(Inside)
- **13:15** - Mon to Thurs Grade 1 – Lunch
- **13:30** – Free play outside or inside depending on the weather.



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- **13:45** - Grade 2s do their spelling lists, number sense, **(no reading)**.
- Go to playground, Free play in classroom when raining or too cold.
- Juice time at **15:00**.
- **14:35** Grades 3 to 7 – Homework.
- **15:30** senior grades have juice time.
- **16:15** senior grade go to top field; and
- **17:30 A.S.C. closes.**

## ❖ **DSCIPLINE:**

- We do not tolerate: rudeness, swearing, disrespect, stealing, lying, bullying, or any forms of bad behaviour.

## ❖ **FORMS OF DISIPLINE:**

- Time out.
- Meeting with parents.
- Meeting with Principal.
- Meeting before Governing Body.

## ❖ **LOST PROPERTY:**

- The school and A.S.C. are not responsible for any lost or stolen property.

## ❖ **COLLECTION:**

- **Please collect children from foyer by the school office; and**
- **Please make sure you sign the Home Register before you leave.**