



Be the Best that You can Be

Cedarwood School Preparatory

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4 October 2019

Dear Cedarwood parents

Please see below the details pertaining to aftercare for the **2020** academic year.

AFTERCARE

- **Full time** Aftercare (Monday to Friday) **R1300pm**.
- **Part time** Aftercare is for a maximum of three days a week **R750**.
- **Ad hoc** Aftercare is charged at **R120.00 per child per day**. If your child needs to attend aftercare on an Ad hoc basis, please inform the school timeously on the morning concerned.
- 18h00 is the absolute latest a child may be collected. Late Penalties after 18:00 will be charged **R50** per hour or part thereof.
- Aftercare place will be jeopardised if your child is collected after 18h00 more than 3 times.
- No child will be released from Aftercare without a designated adult signing the child out. Please communicate with our caregivers at aftercare as to who the adult(s) are. Any change of collection time/adult needs to be communicated timeously, please. College children may not sign their siblings (or any other child) out of Aftercare.
- The **annual cost of Aftercare is divided over 11 months**. Therefore, you will be charged for the months that your child is not at aftercare in order to alleviate a much higher monthly rate over fewer months (i.e holiday periods).
- Whilst Aftercare provides homework supervision daily, they are not able to provide individual attention always. Generally, homework supervision will be in a small group context. Personal homework supervision may be negotiated with individual assistants who offer the service.
- Homework supervision will be in small groups and will be available as an extra-mural type activity three days a week (Mondays, Wednesdays and Thursdays for both Foundation Phase and Intermediate Phase children.
- The supervision of children is paramount. At the end of the school day there is a 30-minute grace period for parents to fetch their children. We ask that parents do not abuse this grace period as we will be placing children in Aftercare and charging an ad hoc rate.
- The teachers and sports coaches are responsible for all the children until they are collected but do not appreciate waiting for 'hours' for late collection. Please assist us in this regard and communicate with the school timeously should your circumstances change that could result in the late collection of your child.

One month's notice is required for the withdrawal of your child from Aftercare.



CEDARWOODSCHOOL
(Association incorporated under Section 21 - not for gain)
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