



GENERAL INFORMATION

Babilu is a care and early development centre with a strong Christian foundation. The centre is managed and owned by an independent owner, Cherie Bezuidenhout.

1. REGISTRATION

A non-refundable administration fee of R300 is payable with acceptance of your child's application at Babilu.

2. SCHOOL FEES

Please take note of the following financial terms of agreement:

- School fees are strictly payable over 12 months (January – December).
- School fees are payable monthly in advance before or on the 1st day of every calendar month. In the case that school fees have not been paid before the 3rd day of a month, your child may be refused access to the centre.
- No refunds are payable for absence during any part of the month – due to illness or any other reason.
- Electronic payments only are acceptable – no cash / cheques.
- Please use the name and surname of your child as reference for any payments.
- Statement of account will be sent to parents monthly via email.

School fees 2018

Half day	(07:15 – 12:00)	-	R 1 250 per month x 12 months
Full day	(07:15 – 17:30)	-	R 1 650 per month x 12 months
Aftercare	(13:00 – 17:30)	-	R 1 950 per term (Grade R – 3 children)

3. CANCELLATION OF SCHOOL ATTENDANCE

Cancellation of school attendance must be provided in writing with at least one month notice. This stipulation will not be valid for any cancellations after October. Parents are still liable for payments until end November for any cancellation after October.

4. AGE OF CHILDREN

Babilu accommodates children from 3 months to 5 years of age and caters for aftercare for Grade R – Grade 3 pupils.

5. SCHOOL HOURS AND HOLIDAYS

Babilu is open from Monday to Friday: 07:00 – 17:30.

Children can be dropped between 07:00 and 08:00. The daily program commences at 08:15. Parents can enroll children for half or full day programmes. Children that are enrolled for the half day program must be fetched at 12:00. We request that parents do not fetch children between 12:15 and 14:00 as it is then naptime for the children. Babilu closes daily at 17:30. A fine of R30 per 15 minutes (or part thereof) will be levied for parents who do not observe this rule. If a parent is unable to fetch a child please inform the staff. To ensure the safety of the children no child will be allowed to leave the centre premises without proper permission by the parents.

Babilu will be closed on all public holidays.

Babilu will close on two occasions per year:

- 5 days during the June/July school holidays
- during the December/January school holidays.

6. REQUIREMENTS

Babies (3 months – 2½ years)

Monthly requirements (please leave these items at school in the baby's pigeon hole)

- 2 packets "wet wipes" (pack of 80)
- 1 x tube baby bum cream
- 1 x baby powder
- 1 x teething powder / gel

Daily requirements for baby's nappy bag

- 6 x disposable nappies
- bottles with water
(bottles prepared with the correct volume of water)
- milk formula
(formula measured in agreed container / 1 can of formula can be placed in your baby's pigeon hole at school)
- bottle with juice or tea – optional
- breakfast cereal, lunch and a snack for the day – when baby has migrated to solids
- 2 x sets of clean clothes
(when accidents happen or in the case of change of weather)
- Dummy (optional)

General requirements

- sheet for baby crib
- pillow
- blanket
- sunscreen
- sun hat

ALL food containers, bottles, clothing and bedding must please be clearly marked with your child's name.

Children (2½ – 5 years)

- small, clearly marked, schoolbag with the following:
- a set of clean clothes and underwear
- a plastic bag in case of soiled clothes that need to be sent home
- a warm jersey or jacket in case the weather changes
- a lunchbox with a sandwich / snack (half day and full day children)
- a plastic bottle with water or juice
- all items need to be clearly marked with your child's name and surname
- 1 packet "wet-wipes" per month
- 1 box tissues at the start of every term
- 1 sunscreen per year

Aftercare (Gr R – 3)

- 1 x A4 exercise book for homework per term
- 2 x pencils per term (to be kept at aftercare)
- 4 x toilet rolls per term

7. MEAL TIME

Breakfast (cooked porridge) will be served every morning at 08:00.

At 10:00 (half day and full day children) and 15:30 (full day children) children enjoy their packed lunch. (Parents are responsible to provide the packed lunch of snacks)

Lunch will be served to full day children at 12:00. (Please consult the menu for more details)

Parents must please provide an extra packed lunch with healthy food in case of any allergies regarding any food provided as per the menu provision.

Lunch will be served to aftercare children at 13:15. Children that participate in sport will receive their lunch when they arrive at Babilu. (Parents of aftercare children are responsible for the provision of healthy snacks for the rest of the day)

Water for drinking is available throughout the day. No fizzy drinks or energy drinks will be allowed.

8. CLOTHING AND TOYS

Children must please wear comfortable clothes that allow for free and messy play. All clothing and shoes must please be marked clearly.

No toys or electronic devices will be allowed at school. We kindly request your cooperation in this regard.

9. HEALTH AND SAFETY

We endeavor to keep all children and staff healthy and safe. No child will be allowed to attend Babilu with any contagious illness.

If a child suffers from vomiting, diarrhea or fever we request that a child rather be attended to at home.

Legislation requires that any child that attends a centre like Babilu must have up to date immunization before enrollment. Please provide a complete clinic card with enrollment.

In case of emergency the necessary first aid will be provided and parents will be informed of the occurrence immediately.

If medication is to be administered at school the following information must be provided: dose, time of dose, name of child and name of medication

10. EDUCATIONAL VISITS

Due to the fact that Babilu provides care to young children and that excursions are risky we will rather accommodate visitors to cater for education regarding our themes. Parents will be informed in writing regarding such visits.

11. DISCIPLINE

Children are taught regarding correct and socially acceptable behaviour via positive affirmation and emphasis. Children must learn to play together and to share with playmates. Corporal punishment will not be allowed. If a child is guilty of unacceptable behaviour he/she will be removed from a playgroup for a time out period. Unacceptable behaviour will be discussed with the parents if it continues.

The property of the school or any other person may not be damaged. Parents will be liable for the repair or replacement cost of damaged property caused by their child.

12. PARENT INVOLVEMENT AND APPOINTMENTS

Events in a child's home or environment have an impact on a child's behaviour. Please inform the staff of any such traumatic events so that the staff are able to assist where necessary. All personal matters will be handled with strict confidentiality. Please do not hesitate to arrange an appointment with Mrs Bezuidenhout to discuss any questions or issues regarding your child. This will help to prevent any problems or misunderstandings.