



## 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 1<sup>st</sup> day of every calendar month. In the case that school fees have not been paid before the 7<sup>th</sup> 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.

#### Current school fees

Please contact us for further information.

[info@babiludaycare.co.za](mailto:info@babiludaycare.co.za)

041 – 367 1967

072 200 9606

### 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.

### 5. SCHOOL HOURS AND HOLIDAYS

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

Children can be dropped between 07:00 and 08:00. The daily program commences at 08:00. 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 17:00. A fine of R80 per 10 minutes (or part thereof) will be levied for parents who do not observe to 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 premises without proper permission by the parents.

Babilu will be closed on all public holidays.

Babilu will close on two occasions per year:

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

## 6. REQUIREMENTS

### Babies (3 months – 12 months)

#### Monthly requirements: (To be kept at school)

- 2 packs “wet wipes”
- 1 container bum cream
- 1 baby powder
- 1 teething gel
- 1 packet “nappy bags”

#### Daily requirements:

- A5 hard cover notebook
- A minimum of 8 disposable nappies per day / a pack of nappies to be kept at school
- Bottles with water (already measured and filled)
- Measured milk formula in plastic formula containers.  
(Parents may send a tin with formula that will be kept at school). Please indicate how many scoops of formula per bottle on the tin.
- Bottles with tea, juice or water (optional)
- Cereal (for babies starting solids)
- Snacks and lunch (yogurt, vegetables, fruit, Flings, teething biscuits)
- Two sets of clean clothes – please pack something warm in case the weather changes
- Bibs
- Burp cloths / nappy
- Dummy (Optional)

#### Other:

- Bedding (pillow, pillowcase, sheet, blanket - which can be kept at school). Bedding will be sent home on Fridays to be washed. Please return it on a Monday.
- Sunblock and cap

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

### Toddlers (12 months – 24 months)

- A5 hard cover note book (covered and marked)
- A clearly marked backpack / nappy bag
- A minimum of 8 disposable nappies per day / a pack of nappies to be kept at school
- “Wet-wipes” x 1 packet
- Bum cream x 1 tube / container

- Bottles with water and measured milk formula in plastic formula containers (if toddler still drinks formula)  
(Parents may still send a tin with formula that will be kept at school)
- Bottles / “sippy cup” with tea, juice or water
- Two sets of clean clothes – please pack something warm if the weather changes
- One packet of nappy bags
- A lunchbox with snacks for snack times  
(E.g. yogurt, sandwich, cheese, fruit, Flings, Cheddars)
- One box of tissues at the beginning of each term
- Dummy (Optional)
- Blanket (which can be kept at school – will be sent home on Fridays to be washed.  
Please return it on a Monday)
- Mattress cover (purchased from Babilu)
- Sunblock
- Cap
- Apron with long sleeves / old T-shirt with long sleeves – for messy play activities
- Plastic bib for meal times.

#### Children (2 – 5 years)

- Hard cover note book (covered and marked)
- A clearly marked backpack
- Two sets of clean clothes and underwear (please pack something warm in case the weather changes)
- Plastic bag for wet / dirty clothes
- Lunchbox with sandwich and snacks for snack time at 10:00 and 15:00 (half day, ¾-day and full day children)
- Plastic bottle with enough juice or water for the day
- Two packets of wet-wipes at the beginning of each term
- Two boxes of tissues at the beginning of each term
- 4 Toilet rolls at the beginning of each term
- 1 box thick crayons
- 2 glue sticks (e.g. Pritt)
- 1 bottle cold / wood glue
- 1 apron with long sleeves / old T-shirt with long sleeves
- Blanket (to be kept at school – it will be sent home on Fridays and must be returned on a Monday)
- Mattress cover (purchased from Babilu)
- Sunblock and cap

#### 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 or snacks)

Lunch will be served to full day children from Monday – Thursday.

Parents must please provide lunch for a Friday.

Parents must please provide lunch in case of any allergies regarding food provided at Babilu.

**7. 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.

**8. 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, skin / eye infections or fever we request that a child rather be attended to at home.

Legislation requires that any child that attends a center 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 by ECMR Medic Assist-24 and parents will be informed of the occurrence immediately.

**9. 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.

**10. 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.

**11. 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.

