

## Aftercare Information - 2016

Here is some useful information regarding Aftercare:

- Aftercare operates from early January to +/- 10 December and is open for all the school holidays in between, including mid-term breaks. We do however close for public holidays. Every now and again through the year, there will be a long weekend when we would like to give our staff a break. *Advance notice is therefore given, for your planning purposes, of the following: Aftercare will therefore be closed this year for the following school holiday: Friday 17 June which follows the Youth Day Public Holiday on Thursday 16 June and Monday 8 August which precedes the Tuesday 9 August Women's Day Public Holiday.*
- During the school term, Aftercare operates from 13h00 until 17h30.
- During the holidays, Aftercare operates from 07h30 until 17h30. Please do not drop your child at Aftercare before this time. It is quite alarming for your child when they are the only one on the property.
- A holiday programme is run during the school holidays, with an activity of some sort planned for at least 2 days of the week. These activities may, from time-to-time, be at an additional cost.
- During the school term, the afternoon is made up as follows:
  - 13h00 – 14h00: lunch is served
  - Free time is from the end of lunch until the start of homework.
  - 14h00 - Homework time for all grades begins.
  - At 16h00, we break for a well-deserved snack time. The children then have free time until they are collected. Those children who still have homework will however return to a combined homework class, and continue their homework.
- Please note that although the homework time through all the grades is a supervised time, ***it is not an individual, personal homework session***. Whilst every effort is made to ensure that the homework your child has done is correct, responsibility still rests with you as the parent to remain involved in your child's education. There is also a very fine line between your child doing their homework, whilst supervised by us, and us doing their homework for them (i.e. correcting all their mistakes). *The purpose of homework remains for your child's teacher to see a fair reflection of your child's understanding of their work.*
- Please realise too that if your child does sport/an activity on any afternoon, this may and can affect the amount of homework we are able to do with them. They often arrive from their activity very tired, and do need a small break and something to eat too before rushing ahead into their homework.
- There is no official homework session at Aftercare on Friday's, although your child is always welcome to let us know that they have homework which they'd like to do. We will happily make a classroom available to them. Their homework will however not be supervised by Aftercare on a Friday afternoon.
- During the lead up to and during exam weeks, strict study sessions are in place in order to give your child a beneficial studying experience. We expect the study sessions to be quiet, and both in homework and study

sessions, we expect children to be respectful of the rights of those around them, to all have a reasonably quiet place to do homework and learn for tests/exams. Study sessions run for 30 minutes with 15 minute breaks in between. We will endeavour as far as possible to give your child a space to learn for weekly tests. With a busy classroom with many children at times needing attention and assistance, this is not always possible and so we encourage them to get their homework done at Aftercare and to do most of their learning in this regard at home. As is possible and appropriate, we will allow children to sit outside at benches under the trees and learn also.

- Please note that your child's place in Aftercare may be reviewed due to continuous refusal by your child to obey the rules which have been put in place, applying both to homework and study times, and playground conduct, should any of these apply. Thank you for your understanding in this regard.
- Preparing of projects and speeches are not handled by Aftercare. There simply isn't enough time in an afternoon with full homework classes for this kind of assistance to take place. Children however are welcome to work on these on their own. They may then bring things from home which they have been working on to add to their speech/project.
- As noted we provide a substantial lunch varying between cooked lunches and healthy, wholesome sandwiches. We also provide a snack at 4pm during term time consisting of fruit/biscuits and juice.
- Please also note that if your child cannot eat the food which Aftercare prepares for religious, cultural or allergy purposes, a cheese sandwich will be made available for them on condition that we receive a letter/email from you as the parent stating such. We cannot simply make cheese sandwiches because a child decides that they don't like the food being served on a particular day. If your child does not like the food on the menu for a particular day, please feel free to send their own lunch for Aftercare time with them, and please communicate such with us as we do make children take lunch (even if it's small as they aren't very hungry) if they can't show us that they have a substantial lunch in the lunch box. For your planning purposes and ours, we do stick as strictly as possible to the published menu. The menu is always published on the D6 Communicator and is also up on the notice board at Aftercare.
- During the holidays, breakfast is supplied and served at 09h00, a mid-morning snack is served at 11h00, and a mid-afternoon snack is served at 16h00.
- You are welcome to send a change of clothing in order to keep the uniform from being excessively dirtied or damaged. As far as possible, we will attempt to assist your child in keeping their belongings together. Children are however not accompanied when they are sent to change, so having every item marked is essential.
- Please do contact us if you know that you are going to be late in collecting your child. This puts their mind at ease. Please also notify us should someone else be collecting your child. A message can be left with the school secretary during the morning or the Aftercare can be contacted on the school cell phone in the afternoons. The number is provided below.
- A penalty will be imposed for late collection and will be included in your monthly account. The rate is R50-00 per 15 min or part thereof. This

unfortunately also applies, even if you have let us know that you are running late. Please note that parents of children being collected by public transport remain responsible for the late collection fee.

- All parents / “collectors of children” must indicate collection in the Aftercare register, irrespective of the time that the child is collected. This is for your and your child’s safety. Please do not merely put a signature on the form, but rather your name and surname so that it is legible to us. Children who are collected after 17h30 are taken to our kitchen waiting area where our lady who lives on the property, Mrs. Mafokoane, will look after them until they are collected. Please sign out according to the school/aftercare cell phone as far as possible. It is set according to our school bell, and is the time we use here at school.
- Any medication should be handed in to your child’s class teacher or to an Aftercare staff member, as children are not allowed to carry this around with them. We may not, by law, issue any medication without permission and so instruction on dosage and frequency will be required. This also applies to the administering of Panado syrup. We will contact you each time Panado syrup may be required. Thank you for your understanding.
- Kindly advise us where possible with an email to: [aftercare@jubilateprimary.co.za](mailto:aftercare@jubilateprimary.co.za) if your child is absent from school on any particular day. We take a register at lunch time, and it is very helpful if we know in advance not to expect absent children. Likewise, should your child be collected early and not be attending Aftercare for the afternoon, please do let us know or ask the school secretary to let us know. The school premises are searched for children who do not report to Aftercare...
- Any messages for Aftercare should please not be given to the class teacher when dropping your child in the morning. Their morning is incredibly busy and they cannot be expected to remember to relay the message. Please send an email to: [aftercare@jubilateprimary.co.za](mailto:aftercare@jubilateprimary.co.za) or leave a message with the school secretary by telephone. Thank you.
- In case of emergency or to advise late collection, please call the Aftercare on: 078-369-6459 or Mrs. Andrews on 082-976-6766

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