



Postal Address: P.O. Box 30648 | Mayville | 4058

Physical Address: 39 Galway Road | Mayville

Tel: 031 242 5005

Email: enrolments@dccschool.co.za

Website: dccschool.co.za



ENROLMENT FOR AFTERCARE/ EDUCARE 20_____

Monthly Aftercare Structure			Receipt No. for 1 st payment. Debit Order thereafter. *(Complete Attached Debit Order Form/ EFT)	Enrolment Date
Grade 000 - 2	R 220	12:30 – 14:30		
Grade 000 - 2	R 850	12:30 – 17:00		
Grade 3 - 7	R 650	14:00 – 17:00		

Monthly Siblings/ Casuals Fee Structure		Receipt No. for 1 st payment. Debit Order thereafter. *(Complete Attached Debit Order Form/ EFT)	Enrolment Date
R 100	Siblings for Extra Curricular		
R 400	Casuals 8 days per month		

Siblings/ Casuals days required: _____ and _____ (Bring own packed lunch and juice)

Learner Name: _____ Grade: _____

Parent's Name: _____

Parent's Contact: (c) _____ (w) _____ email: _____

Person Authorised to Collect Child from Aftercare		
Contact Name	Contact Number	Relationship

Declaration: I ID Number: undertake to:

1. Collect my child within the prescribed aftercare fee structure time I have selected. (I understand, I will be charged an additional casual penalty per day for additional time).
2. Abide by the following payment procedure:
 - a) Fees are payable in advance by the 1st day of the month.
 - b) Non-payment of fees will result in your child being prevented from using the aftercare facility.
 - c) Fees are payable in the school bank account and must be referenced as follows:
 - i. For prescribed fee structure – Aftercare: Child's Name and Family Number
 - ii. For casual charges – Casual AC: Child's Name and Family Number.
3. Give written notice when terminating aftercare enrolment.

NB: I understand that aftercare closes at 5:00pm. If I arrive after aftercare has closed, I will receive a bill from the teacher who has been inconvenienced which must be paid to the aftercare teacher directly.

*Accountable person for tuition fees to complete attached debit order form. If another person is paying for aftercare, state EFT above.

Signed on: _____ / _____ / 20____

Signature of Parent responsible for Aftercare Fees: _____



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WELCOME TO AFTERCARE

Dear Parent,

We would like to thank you for enrolling your child at DCCS Aftercare.

The aim of the Aftercare Centre is to provide care to learners in a structured and loving environment. Homework is supervised by the competent staff on duty. The learners receive a hearty meal at 3.00pm daily. We have an outdoor play area with fun things to do. Activity times are also planned daily. Please keep this form for your attention.

TIMES AND VENUE:

- Monday – Friday, 12.30pm to 5 pm.
- Collection is strictly no later than 5 pm.
- Aftercare is closed on breakup days and during school holidays.
- Learners may not go home with a person other than those specified on the application form. If somebody other than a parent is collecting the child, the Aftercare centre must be notified.

TIME	GRADE	VENUE
12:30 – 14:30	Grade N - R	Pre-Primary Phase
12:30 – 17:00	Grade N - 2	Foundation Phase
14:00 – 17:00	Grade 3 - 7	School Hall
MENU		
Monday	Hotdogs or Chicken & Mayo with Juice	
Tuesday	Baked Beans, Polony and Bread with Juice	
Wednesday	Macaroni and Mince or Cheese with Juice	
Thursday	Cheese Roll or Chicken & Mayo with Juice	
Friday	Hamburgers with Juice	

FEE STRUCTURE

- There are different monthly options available for enrolment, each with their own fee structure.
- The allocated times with the different fees are for those specific time choices.
- The R100 is for learners who wait for their siblings that are still in class or at extra- curricular.
- The R400 is for learners that need to stay on a casual basis, which totals to 8 days a month, e.g. extra tuitions, additional sporting events. Learners that extend the casual monthly stay, will be charged additional fees for the days that they have attended aftercare.
- In the event a parent is late to collect at the specified time, a penalty invoice will be issued.
- A daily register is kept and is strictly controlled with statements sent out monthly.
- The Enrolment Form has to be completed and handed to the Aftercare teacher on duty or via email.
- In the event that an application form is not handed in, we will charge additional fees for the days that they have attended aftercare.

GENERAL INFORMATION

Although homework is supervised daily, it is still however the parents' responsibility to check the work. If learners have extra- curricular activities, this may prevent them from doing homework on those particular days if they do not stay the full duration. Learner's clothes and school bags must be clearly marked. Please provide another set of clothes if your child is in aftercare for the full duration. We do not allow any electronics or toys and will not be held responsible for the loss of or damage to any items.

We look forward to getting to know your child in aftercare.

God Bless,

Mrs C. James

Aftercare HOD