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Life Affords No Greater
Responsibility , No Greater
Privilege Than The Raising Of
The Next Generation

Keeping 2 eyes on your Kids
www.little-rascals.co.za



Policy and Procedures of LRPS

1. R1000 Enrolment fee is required which will be utilized as December school fees so you need not pay in December
2. Please complete in our free certificate and return back to us.
3. Copy of child birth certificate.
4. Copy of both parents identity documents.
5. Copy of your child's clinic card.
6. Copy of a medical card.
7. Breakfast is served between 08h00 and 08h30.
8. Snack time will commence at 10h00 and the parents need to provide the snack.
9. Lunch time will commence between 11h45 and 12h45.
10. Full day children snack time will commence at 15h00.
11. All fees are payable no later than the 4th working day of each month.
12. Late school fees will be charge after the 4th a 10% penalty will be added to your account or you will be ask to pay it cash.
13. All medicine must be written in medicine book and the parent must stipulate the dosages and times when medication is to be administered.
14. No medicine will be administered unless the medicine form has been completed by the parent.
15. Parents have to clearly mark all clothes and stationary items.
16. All accidents that occur at home have to be reported to the teacher on duty or the principal before handing the child over.
18. School fees are payable even if your child is sick or you have gone Away on holiday or for any other reason.
19. No sick children will be allowed at school and the principal reserves the right to refuse entry to any child who is unwell or suffering from any contagious or infectious disease or virus.
20. Parents must notify the school by 8:00 am if their child is unable to attend for any reason or is going to arrive after 8:00 am.
21. No incomplete forms will be accepted.
22. Toiletries and stationary to be supplied by the parents when your child starts on the First day of school.
24. If your child is using alternative transport(taxis) then it is compulsory for the driver to drop and fetch your child on our school premises
25. No big primary school children will be allowed to fetch any Little Rascals children without a written letter and permission from the parents. Only authorized drivers are allowed to fetch the children and the authorization form must be completed and handed in.
26. All school fees are payable prior to utilizing the services each month so you will be required to pay in the begging of the month for the month ahead and not at the end of the month.