



**MUHLURI PRE-SCHOOL  
AND AFTERCARE  
CENTRE**

57 Van Gelder  
Road  
Bramleyview  
2090  
Gauteng

Phone: (011) 264 4864  
Mobile: (074) 401 9228  
Mobile: (079) 864 4750  
Fax/DocumenttoEmail: 0866 758 952  
E-mail: [info@muhluripreschool.co.za](mailto:info@muhluripreschool.co.za)  
[www.muhluripreschool.co.za](http://www.muhluripreschool.co.za)

REG NO.: 146-912 NPO

Dear Parents/Guardians/Caregivers and Learners.

We welcome you as a family to our Childcare Centre! Thank you for entrusting your child to us.

We strive to render a positive and satisfactory service to learners and their parents/guardians/caregivers. However, without your continued support it will be impossible to achieve this goal. We therefore invite you to discuss any uncertainties or problems with us at any time. Your input and recommendations are highly valued.

Our aims are:

To create a hospitable and relaxing atmosphere for your child.

To bring a small piece of home into the Childcare Centre by making it as comfortable and enjoyable as possible.

Let us use this opportunity to support one another in the important task of developing your child into a holistic being who can achieve his/her full potential.

Yours faithfully

*Nomakhaya Mazulu*

**Principal/Centre Manager**

(074 401 9228)

[principal@muhluripreschool.co.za](mailto:principal@muhluripreschool.co.za)

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### OUR VISION

- To continually improve quality tutoring and learning to nurture well-balanced children.
- To continually improve the Highest Quality Childcare and Educational Service that promotes and enhances each child's development; while assuring our parents' peace of mind in the care and service we render.

### OUR MISSION

To provide a safe environment which promotes respect and motivate learners to learn and to act responsibly. We believe that education is the shared responsibility of the learner, home, school, child care centre and community.

### OUR VALUES

Muhluri Pre-School And Aftercare Centre's Values are interperined by the following Ethos:

- We embrace team work.
- We foster a Safe and Environmentally Responsible Culture.
- We respect and support famillies.
- We act with integrity – we do the right thing.
- We actively listen, seek to understand and share knowledge.

At Muhluri Pre-School And Aftercare Centre each child will have a brighter day, every day.





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## REGISTRATION FORM

Please note that details contained in this form are held in full confidence by management at Muhluri Pre-School And Aftercare Centre

### 1. PARTICULARS OF A LEARNER

Name and Surname	
Name known by	
Date of birth	
Home Language	
Gender	
Religion	
Enrolment Date	
Allergies and/or medical conditions	
Previous crèche	
How long at previous crèche	
Important information the Centre should know of.	



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**2. PARTICULARS OF PARENTS/GUARDIANS**

<b>PARTICULARS</b>	<b>MOTHER/GUARDIAN</b>	<b>FATHER/GUARDIAN</b>
Title, Name and Surname		
ID Number		
Work telephone number		
Home telephone number		
Cell phone number		
Email Address		
Home Address		

**3. How did you know of us?**

Facebook		ActiveActivities	
Word of Mouth		Instagram	
Snupit		Twitter	
Car advert		Other (please state)	

**4. Emergency information**

**PARTICULARS**

Family doctor's name	
Contact numbers and address	
Medical Aid Name and Number	
Principal member on Medical Aid	

**Contact person in case of emergency (other than parents) [Compulsory]**

Name and Surname	
Contact number	
Relationship to child	





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## 5. TERMS AND CONDITIONS OF ENROLMENT

- NB: Fees are payable in advance, not in arrears [on or before 3rd of each month]
  - **Fees are calculated from start date to DECEMBER.**
  - A 10% discount will be given to one of the two or more kids from the same house with the same surname registered in our Centre. However breach of any fee rules will be an immediate disqualification for the discount.
- 5.1 Registration fee is payable for all new enrolments only.
- 5.2 Registration excludes stationery and uniform. (Compulsory).
- 5.3 Returning clients get stationery and uniform at a fee (Compulsory).
- 5.4 Discount is applicable for fees paid in advance (See fee structure).
- 5.5 If fees are not paid by the 3rd of every month services will be suspended immediately, meaning the child will be sent away with whoever is bringing him/her and won't be allowed on the premises until all fees are paid in full.
- NB: (Except if a satisfactory arrangement is made with the office to the said date.)
- 5.6 No fees = No Attendance.
- 5.7 The full amount is payable before December and no notice from October will be accepted.
- 5.8 Only a parent responsible for payment of fees should sign if the other does not have source of income.
- 5.9 All outstanding fees are subject to a collection commission which includes attorney/client and tracing fees, which will be for the account of the client.
- 5.10 Please make either EFT (Electronic Fund Transfer), cell phone banking or ATM deposit when paying. Cash payments are not encouraged.
- 5.11 A penalty of R50 will be charged on payments not paid by the 3rd of the month except if the 3rd fall on a weekend or public holiday but the fees must be paid on the day the child comes to the Centre, be it the 4th or the 5th. An extra R50 will be charged if payment is still not received by the 10th of the month.
- 5.12 Day care and/or Aftercare fees are due even when schools are closed.



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- 5.13 Any child older than 24 months gets potty-trained (Compulsory)
- 5.14 Fees are subject annual increase.
- 5.15 A **non-refundable** fee of R300 is required before the 20th of November each year to reserve space for your child for the following year. Then your January fees will be less R300.

**BANKING DETAILS**

Account Name: Muhluri Pre-school And Aftercare Centre  
Account Number: 023 528 850  
Branch: Greenstone  
Branch Number 016342  
Account type: Current Account  
Bank: Standard Bank

- 5.16 Basic requirements are compulsory. A list of basic requirements is available at the office.
- 5.17 To avoid embarrassment please bring the child with proof of payment. **NO CASH WILL BE ALLOWED** – EFT payment is preferred.
- 5.18 **Termination of agreement**  
Should you wish to terminate your child's attendance, one calendar month' notice is required, before October. **NO VERBAL NOTICES WILL BE ACCEPTED.**
- NB: Under no circumstances will refund be given.
- 5.19 **Excursions** and photo shoots **are educational and compulsory.**
- 5.20 Uniform is available at the Centre.