



**MUHLURI PRE-SCHOOL
AND
AFTERCARE CENTRE**

57 Van Gelder Road
Bramleyview
2090
Gauteng

Mobile: (074) 401 9228
Mobile: (079) 864 4750
Fax/DocumenttoEmail:0866 758 952
E-mail: info@muhluripreschool.co.za
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



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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 interpinning by the following Ethos:

- We embrace team work.
- We foster a Safe and Environmentally Responsible Culture.
- We respect and support families.
- 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.	



2. PARTICULARS OF PARENTS/GUARDIANS

PARTICULARS	MOTHER/GUARDIAN	FATHER/GUARDIAN
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	



5. TERMS AND CONDITIONS OF ENROLMENT – 2022

- NB: Fees are payable in advance, not in arrears [on or before 3rd of each month]
- **Fees are calculated from start date to DECEMBER. Full monthly fee is payable for December irrespective of number of days attended. This is also applicable to learners who become absent in December whom have not resigned.**
- **No fees for December = New registration fee on return in the new year.**
- 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 Non-refundable registration fee is payable for all new enrolments only.

5.2 Non-refundable 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 Only a parent responsible for payment of fees should sign if the other does not have source of income.

5.8 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.

5.9 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 18 months gets potty-trained (Compulsory)

5.14 Fees are subject annual increase.

BANKING DETAILS

Account Name: Muhluri Pre-school And Aftercare Centre

Account Number: 023 528 850

Branch: Greenstone

Branch Number 051001

Account type: Savings Account

Bank: Standard Bank

5.16 Basic requirements are compulsory. A list of required items 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, at a cost.



5.21 Promotions

Photos and videos taken on our premises or during excursions might be used on/for our promotion material and social platforms.

5.22 FINANCIAL INFORMATION

FEE STRUCTURE – 2022 (2021 fees)

Once off registration fee (non-refundable) + Levy	R900,00 per learner (New learners only)
Annual Levy	R500,00 per learner (Existing learners)
Monthly aftercare fee	R570,00 per learner per month
Casual daycare/after school care attendance	R120,00 per learner per day
Weekend care	R190,00 per learner per day
Day care (<i>special arrangement</i>)*	R850,00 per baby per month (3 mnts to 12 mnts)*
Day care	R650,00 per baby per month (13mnts to 36 mnts)
Day care	R600,00 per child per month (37 mnts to 60 mnts)
Night care	R190,00 per learner per night (3yrs – 14yrs)
Night care	R240,00 per baby per night (3 months – 3 years)
Snack fee	R100,00 per child per month
Holiday Programme	Contact Office for details
Shuttle Service	Please contact office for pricing

5.23 DISCOUNTS

1 month's school fees off if whole year's account is settled by the 31st January
R300,00 discount if whole year's account is settled by the 31st March
R150,00 discount if whole year's account is settled by the 30th June



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I/We agree that I/we will be responsible for any medical costs that may arise from the treatment of my/our child after an accident/emergency;

I/We undertake to ensure that my/our emergency contact details are updated at any time that they may change, to ensure that Muhluri Pre-school And Aftercare Centre representatives can contact me/us when necessary;

I/We undertake to abide by the terms and conditions of Muhluri Pre-school And Aftercare Centre as published and updated from time to time;

I/We will ensure that my/our child is kept at home or another suitable environment when unwell, as required by health regulations;

I/We undertake to inform Muhluri Pre-school And Aftercare Centre personnel if my/our child contracts a contagious disease;

I/We undertake to give one month's written notice of my/our intention to take my child out of the centre;

I/We agree that photos and videos taken on Muhluri Pre-school And Aftercare Centre's premises or during excursions can be used on its promotion material and platforms.

I/We agree that this indemnity and consent shall be applicable from the date of the signature below and shall remain in force and effect for the entire duration of my child's enrolment at Muhluri Pre-school And Aftercare Centre.

I/We agree that I/We have received, read and understood the contents of the Terms and Conditions.

Although every necessary precaution will be taken to prevent accidents, neither Muhluri Pre-school And Aftercare Centre, its proprietors, the facilitators, teachers, all employees of the centre, any agents nor any other persons associated with the centre will be held liable and/or responsible for any claims, loss, costs, expenses arising from accident or any injury to a child which may occur whilst the child is on the premises or at any outing by or on behalf of the centre or when the child is attended to.


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Initial: _____

"We understand the needs of the learner and the concern of a parent"



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I/We, _____ and _____
herewith accept responsibility for the monthly payment of fees by the 3rd of every
month.

Signature/s _____

Witness _____

Parents/Guardian Indemnity and Consent

I/We, _____ and _____

ID Numbers _____ and _____

being the parent/s or guardian/s of _____ (child's full names)

ID Number _____ hereby agree that:

I/We give my/our consent that my/our child shall take part in all the activities at
Muhluri Pre-school And Aftercare Centre and I/We understand and accept that all ac-
tivities are undertaken at the child's own risk;

I/We delegate the necessary authority to the management of Muhluri Pre-school And
Aftercare Centre, or their nominated representatives, to act in the event of my/our
child.

Signed at _____ on this ___ day of _____ 2020

Parent/s

Witness

Muhluri Pre-school And Aftercare Centre reserves the right to change its terms and
conditions from time to time, if it is in the best interest of the centre and the child. You
will receive written notification thereof.

