

HORIZON LIGHTHOUSE

Creche, Nursery School & Grade 0

WELCOMING LETTER

Welcome to Horizon Lighthouse Creche, Nursery School and Grade 0 (Horizon Lighthouse).

At Horizon Lighthouse we strive for a safe environment with emergency medical assistance and 24-hour security, where dedicated friendly and trained staff awaits to do fun and exciting educational activities. Please read through this information sheet and once you have decided this is the right school for your child, kindly complete the attached Enrolment and Emergency Information Form and return same with proof of payment to the school as soon as possible.

Age Acceptance - Creche, Nursery School and Grade 0 (R):

- Children from the age of 3 months to Grade 0 (R).

Hours (Monday to Friday):

Horizon Lighthouse is open from 06h00 and closes strictly at 18h00. A fine of R5.00 per minute over closing time, will be payable by you to the staff member waiting for your child/ren to be collected.

Holidays / Closure:

Horizon Lighthouse is closed on all Public Holidays, should the Public Holiday fall on a Tuesday or Thursday we will be open on the Monday or Friday to accommodate working parents. We will close on the 24th of December 2024 and re-open on the 3rd of January 2025.

Fees:

For the period April 2024 to February 2025, school fees will be charged as follows: -

Monthly Rate:

- Full day (06h00 to 18h00): ...R3,000.00.
- Half day (06h00 to 13h00): ..R2,590.00.

Daily Rate:

- Full day (06h00 to 18h00):R145.00.
- Half day (06h00 to 13h00):R135.00.

Babies Fees:

A child either in nappies or drinking from a bottle is considered a baby.

For the period April 2024 to February 2025 school fees will be charged as follows: -

Monthly Rate:

- Full day (06h00 to 18h00): ...R3,325.00.
- Half day (06h00 to 13h00): ..R2,920.00.

Daily Rate:

- Full day (06h00 to 18h00):R170.00.
- Half day (06h00 to 13h00):R160.00.



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Babies to bring daily:

- 6 Nappies.
- Pacifier/ Dummy if required.
- Formula in bottles, water will be added by school, when necessary.
- 2 Sets of spare clothing.

Discounts:

- Fees paid in full for a 12-month period will be granted a 10% discount.
- Less R420.00 for two full day children.
- Less R280.00 for two half day children.
- Less R500.00 once off for every referral that has enrolled at Horizon Lighthouse.
- Fees are increased annually.

Payments:

Fees are payable in advance, on or before the last working day of the month, preferably by EFT (Electronic Fund Transfer) and proof of payment to be provided or cash payments. Regrettably no cheques will be accepted.

If payment is not received by the 5th of each month, your child/ren will not be allowed to attend school until school fees are paid in full.

Fees are divided over a 12-month period. One calendar month's written notice, on or before the 1st of the month must be given, prior to taking your child out of Horizon Lighthouse.

Failing this, you will be held liable for payment until notice is given (no exceptions will be made).

Inclusions:

Our school fees are set with no hidden costs, no administration or registration cost and include:

- two meals per day,
- morning and afternoon snack per day,
- morning and afternoon tea / Oros Juice per day,
- all stationery including syllabus book for the year, and
- all tissues, toilet paper, soaps, facecloths etc.
- Mattress, mattress cover, bedding and blanket.

Clothing:

Children to bring a clearly marked change of clothing daily in a bag as well as a hat for outdoor play.

Sunblock provided by Horizon Lighthouse as and when required.



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Medication:

Principal and teacher to be advised on any medication your child/ren is taking and written in the class medication register.

Aftercare:

We accommodate children from Grade 1 to Grade 6. Children will be collected from school within a 3 kilometre range from Horizon Lighthouse. Additional traveling will be quoted for more kilometres. Lunch and Oros / Rooibos tea will be served upon arrival whereafter children will complete their homework under supervision.

Monthly Fee (Excl. Weekends) - R850.00

Daily Fee - R80.00

Holiday Programme:

Children between the ages of 3 and 11 years are welcome to attend. Breakfast, lunch, morning snack, tea, afternoon snack and beverage will be provided. The package will also include all materials and stationery used with created arts and crafts.

An Itinerary of daily activities will also be available two weeks before each school holiday.

Daily Fee – R120.00 per day

Venue Hire:

We offer private venue hire for children's party's and events on the weekends and public holidays. The venue will be available for hire between the hours of 09:00 and 15:00, in intervals of 3 hours or full day (09:00-15:00). If additional hours are required on the day, still within the operating hours, they will be billed per hour.

Included in the venue hire:

- x2 Playgrounds, including all jungle gyms, ride-on bikes, sandpit with toys, infant ball pit with slide, see-saws
- A braai (Charcoal and firelighters not included)
- 50 x Chairs
- 3 x Tables
- Childrens tables as required
- Childrens chairs as required
- 1 x Car Guard
- Clean Up
- Basic utensils can be provided on arrangement (butter knife, bread knife, braai tongs, etc.)

For further information and price lists, please contact the office on the number below.



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Banking details:

Bank:ABSA BANK - Cresta Centre

Account Name:.....Horizon Lighthouse Creche and Nursery School (Pty) Ltd

Account Number:....40 87 65 3008

Branch Code:.....632 005

Please feel free to ask any questions that you feel may be important for the well-being of your child/ren.

Thank you,
Betsy Hadfield
Principal
071 127 1420

