



**Midstream College Pre-Primary
Midlands Pre-Primary
Midstream Ridge Pre-Primary**

SCHOOL RULES

Excellence is accepted as the specific aim of this school. To this end “excellence” is defined as the ability to discover and/or design methods which will bring about harmony between technology and original nature; between sickness and health; between want and affluence; between justice and injustice; between ignorance and insight; between man and woman; between parents and children.

For sowing the seeds of excellence in young children, opportunity is given for boisterous physical play, a wide variety of interesting themes, challenging projects, creative thinking and unlimited flights of fancy. In addition, it is expected of every child to participate in all this without fear and without hesitation.

In order to create and maintain these high standards, rules are in place for the benefit of parents, children and staff members. Our school is based on Christian principles and as such has a Christian ethos.

To avoid any misunderstanding, please make sure you are aware of the following aspects of our school:

1. SCHOOL HOURS 07:00 – 18:00

Gates are open in the morning from 07:00 to 08:10.

Gates will be open for fetching children not attending the aftercare from 12:00 – 13:10. Between 13:10 and 14:00 the gates are locked, so that the children can rest.

BREAKFAST: 08:00

OFFICIAL PROGRAMME: 08:10 – 12:40

LUNCH: 12:00 – 12:20 (Junior group)

 12:40 – 13:00 (Middle, Seniors & Gr R groups)

Above is the official programme which is followed. If you need to bring or fetch your child outside of official hours, notice must be given beforehand.

Parents are requested not to disturb classes during the official programme. Parents are not allowed to stay in the classes for breakfast or any other part of the programme.

We follow a four-term year, but the school presents a holiday programme during April, July and October for children of working parents. We are closed for a week in July and for the Christmas school holidays.

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2. DRESS

Please dress your child in comfortable, old, washable clothes as messy play forms part of the programme. Children may not wear clothing which exhibits action or TV characters e.g. Ben Ten, Superman, etc. The school T-shirt and Tracksuit should be worn on Fridays, and is compulsory during excursions or other special events.

Ensure that your child has a T-shirt or blouse underneath his/her jersey, so that the jersey may be removed when it gets too hot.

NO high-heels, platform or “wheelie” shoes are allowed as they strain the development of children’s feet.

All clothing and shoes must be clearly marked.

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3. JUNK / WASTE MATERIAL

We are dependent on parents to provide useful junk products. These provide many developmental and exploratory possibilities for the child. The same applies for old equipment needed in the technology learning area (e.g. old telephones; computers, kettle’s etc.).

4. PROGRESS REPORTS

Progress reports are issued twice a year. Grade R-classes undergo a Perceptual Development screening evaluation during February/ March, to establish the additional intervention required per individual learner. Rest assured that absolutely no preparation is needed for any of this assessment. This assessment contains nothing out of the ordinary and is done in a normal class situation in groups of six (6).

5. EXTRAMURAL ACTIVITIES

Music, song, dance, perceptual-motor development and creative expression form part of our daily curriculum. All of the above are taught by tertiary trained teachers, according to each age group’s developmental level. However, to accommodate parents who wish their children to participate in extramural activities, we support the following:

Playball:	3-5 year olds
Playtennis SA:	4-6 year olds
Music:	4-6 year olds
Ballet	4-6 year olds

Children in the junior classes may only start extra-mural activities in the 3rd term and must be fully trained to use the toilet independently.

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6. BIRTHDAYS

Each class follows their own birthday tradition. You are welcome to provide snacks or a birthday cake for the class on your child's birthday. Please keep in mind that we promote healthy eating habits. The Birthday celebration is held during snack time.

7. MARKET DAY / MAKING AND BAKING

Market day and Making and Baking are held alternatively (More information is available from the class teacher).

8. MEDICATION/ILLNESS

Each teacher has a medication book which must be completed by you as parent when medication must be given to your child. Medicines are locked in store-rooms and must be retrieved at end of day for home dosages. In case of fever we will inform you and discuss treatment (Health regulations prohibit us from allowing sick children at school).

If your child is ill, please keep him/her at home until he/she is fully recovered. By sending them to school, they infect other children and also take longer to recover.

9. COMMUNICATION

Weekly class letters, newsletters and other communication will be distributed via e-mail. When a newsletter is sent out, it will be available in the clearly marked transparent mail container near the second gate. The see-through pouch on your child's school bag contains a book which has a red and a blue side. When the red side is visible, it indicates that there is a message from either the teacher or parent and both become aware of a message.

If you have concerns regarding your child and/or the school, please follow the correct procedure. Firstly, approach your class teacher. If the matter is not resolved, an appointment can be made with the principal. The principal is part of Management and will thus inform the Directors if necessary. If these matters are handled in any other way, Management will regard it as settled. In all cases professional conduct can be expected from the staff of the school and likewise professional conduct will be expected from parents.

Also see the school's policy regarding Learner Intervention.

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10. ADAPTATION

The adaptation of your child to the new school environment can be difficult and might take some time. There is no need to be concerned. With our experienced staff, your child should adapt and feel at home within days. Don't give up because of a few days of tears – your child will settle in.

11. PROFESSIONAL TEAM

The Schools Act determines teaching staff should guide and assist parents to be involved in the educational journey their child is following in the school. Assessment of your child is done on a continuous basis to ensure that problem areas are identified soon and appropriate support is given.

Should the staff come to the conclusion that specialised attention is required for your child, they will inform you accordingly. We do not refer children to any specialist, but we do keep a list of various specialists whom you may contact if you wish.

Management is being advised by a panel of experts. Also see the school's policy regarding Learner Intervention.

12. SNACKS (Very important)

Children are allowed to bring **ONLY** a sandwich and juice for snack-time during the morning. Sweets or chips will spoil their appetite for the healthy, hot meal served at lunch-time.

13. MEALS

Unfortunately, our kitchen staff are unable to cater for religious or allergic dietary restrictions. Should your child be unable to eat certain foodstuffs, please obtain a copy of the menu-plan from the office. On the days when a meal is served that your child is not able to eat, please feel free to send a substitute meal. Such a meal should be sent in a suitable container with the child's name on and the teacher must be advised. There are no discounts for home-provided meals.

14. OUTSIDE PLAY-AREA

The outside play area is an extension of the inside learning programme. It holds more opportunity for gross motor movement and investigative activities. All these activities form part of the child's complete learning experience.

“Movement activates the neural wiring throughout the body, making the whole body an

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instrument of learning”.

“Beginning in infancy and continuing throughout our lives, physical movement plays an essential role in creating nerve cell networks that are the essence of learning”.

(Hannaford C; 1995).

“The first requirement in designing any child care space should be to maximize opportunities for children to move their entire body freely and extensively in all directions. Whether indoors or out, our designs must be based on what children do when they are moving – the specific ways they move.

Their bodies in relation to space and objects:

“Children climbing..... crawling..... sliding..... balancing..... hiding.....and jumping off..... are not simply being obstreperous. Their actions are motivated by a deep, primary, developmental need to explain the multifaceted parameters of physical activity” (Olds, A.R; Human Ecology Forum 1980).

“Movement – exploration, which utilizes divergent problem solving with many different responses to a single challenge, allows children to respond to challenges at their own developmental levels and rates” (Pica, R; 1993).

We planned our Outside Area based on all – and more – of the above-mentioned. MCPP, MLPP and MRPP strive to provide as many opportunities as possible in order for your child to have a wide range of development.

3.

We ask you to support us in the venture by allowing your child to gain the movement experience on this terrain. Mishaps can occur, but we try to minimize this by installing well planned supervision and support.

We invite you to visit the Outside Area and to ask any questions you may have. When you sign the acceptance of the school rules, this will also be taken as consent for your child to use the terrain. (See the School’s Admission/Enrolment pack).

15. ACCOUNTS

Accounts are sent out at the beginning of each month and should be settled before or on the 7th of the following month. Should you fail to do so, you will receive a reminder. If the account is still not settled by the 15th, you will have to make arrangements with administration in order to secure your child’s place in the school. (See attached Financial Agreement page of the School’s Admission / Enrolment pack).

16. FETCHING YOUR CHILD

The gates are closed between 13:10 and 14:00 in order for children to rest. You will only be allowed to enter the school during this period through prior arrangement subject to the policy regarding extramural activities.

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If someone other than yourself is fetching your child in the afternoon, please phone Administration in the morning and make arrangements. You can also write the instructions in the designated book in the office.

Aftercare closes at 18:00. A child who is fetched late, is fined R 50-00 for every 10 minutes or part thereof.

17. ACCIDENTS

At all times, at least one staff member on duty is trained in First Aid. Every teacher has a basic First Aid Box at hand and a well-equipped First Aid Box is available in the office. In case of an accident, a proper procedure is in place which has to be followed by the staff. A report gets written in the Incident Book for your information. When an injury is serious to the point of medical intervention, a full report is provided to you.

18. TOYS

No toys of any nature are allowed at school. Teachers cannot take responsibility for the protection of such items and it causes problems between children.

19. CURRICULUM POLICY

- MCPP, MLPP & MRPP follow a Perceptual Development programme that support the South African National Curriculum Statements. These are the revised version of Curriculum 2005.
- According to this Curriculum, the method of teaching is through Outcomes Based Education (OBE). The basic principles in OBE are applied at MCPP, MLPP and MRPP.
- Children should not only gain knowledge (as in memorising) but also understand what they learn. Parallel to this, children need to attain the necessary skills, attitudes and values accompanying this knowledge.
- Children should become active participants in the learning process and expand their creativeness.
- Children are given the opportunity to work at their own pace and in various ways. Yet they work within time frames.

We also underline the core assumptions of OBE:

- All learners can study successfully.
- Success breeds success.
- Educational institutions determine the (educational) circumstances which ensure success.
- Lastly, we want to draw your attention to the fact that OBE was implemented in the then Government pre-primary schools since 1970. The success of these schools was common knowledge and is well documented. One of the reasons being that this method is extremely suitable for the Foundation Phase. (Gr. R to Gr. 3) and has been the most excellent method of training small children worldwide.
- You will receive ongoing information about our Learning Programme as we believe you as parent should be involved in the learning process of your child.

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- The class sizes range from 23-27 children, with a teacher and teacher's assistant in each.

20. LANGUAGE POLICY

On the basis of recurring recommendations from researchers, we accept only mother tongue speakers of Afrikaans and English, with no room for exceptions.

Confusion is possible regarding different names for language. Mother Tongue is the language acquired "at mother's knee". Home Language is regarded as the language being spoken at home and is not necessarily the mother tongue. The school makes provision for Afrikaans or English as language of instruction and children are placed in the corresponding class. Where families have chosen Afrikaans or English as their home language, children from those families can be accepted only if they have acquired the chosen language on the same level as a Mother Tongue speaker. School Management's judgement of the language ability of a child is decisive and final for enrolment of the child concerned.

21. NOTICE

One month's written notice is required, except for the last term, when notice is required on the 1st day of October, because November is not seen as a notice month.

22. POTTY TRAINING

This is a very important stage in your child's life. It should be a healthy experience without any stress. Our staff is experienced and very patient and we hope you will follow in this way at home.

The procedure works as follows:

- Training starts with the older children in the group.
- You will be informed two weeks before commencing.
- Do not put unnecessary pressure on your child – it will only prolong the process.
- Follow the process at home as well. Your continued participation is important.
- Send 3-5 sets of clothes as well as plastic bags for wet clothes. Clothes must have elastic in the middle for easy taking off or putting on.

Children ought to be toilet-trained by the age of 3 years. The school thus cannot accept new enrolments of children in the middle group (3 years and older) who are not toilet trained.

Please take note of the above and abide by these rules. Complete the School Rules Agreement section on the same page as the Financial agreement and send it back with your Admission /Enrolment pack.

We look forward to be part of the enriching of your child's education.

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May the time at our school be a special period for you and your child from which pleasant memories will grow.