



School Rules

1. Operating times: Babies = 07:00-17:30 strictly

2-6 years= 06:45-18:00

A late fee will be payable directly to the teacher on duty if your child is not fetched by closing time.

2. No breakfast will be served after 8:30.

3. Full day pupils may not be fetched between 12:00 and 14:00 if an arrangement has not been made telephonically or via Whatsapp as this is our nap time.

4. All personal belongings MUST be marked at all times with your child's name. Kids Cove takes no responsibility for lost belongings that were not clearly marked.

5. The 10am snack from home must be healthy at all times. Please refrain from packing sweets on a daily basis. Our 0-3 year classes may not have foods packed that are choking hazards eg: lollipops, popcorn, uncut grapes/tangerines etc

6. Look inside your child's A5 communication book daily for any possible messages from the teacher.

7. Children must please stay at home if they are sick. No teacher may administer any medications if it is not clearly written down in the communication book. Please write the date, the name of the medication, the time to administer and the amount to administer.

8. No toys will be allowed from home as this causes fights and is easily broken. A personal soft toy/blanket will be allowed in our 0-3 year classes only during the first few weeks to allow for adjustment.

9. It is strongly recommended that Kids Cove pupils receive their 6 monthly deworming and are given vitamin supplements to support their immune system. Kids Cove pupils are required to keep up to date with the government immunizations.

10. Head lice do occur from time to time. Should your child have them, it will be required that your child's head be completely rid of all lice and nits before they are allowed to return to class.

11. It is compulsory for all pupils to bring all the items on the requirements lists within the first two weeks of each term.

12. Kindly close the gates behind you. All gates must please be kept closed on the Junior side of the school so that toddlers do not get access to the parking area.

13. Our academic year is according to the Western Cape Education Department's school Terms and we hand out reports after each term (4-6 year classes) and after every second term (0-3 year classes). During the holidays we do a holiday program for Gr. R only, our other classes continue as usual.

14. Teacher's personal contact numbers will NOT be made available. If you wish to speak to the teacher, brief conversations can be had before/after school but please do not keep the teacher from looking after the children. We encourage parents to rather write in the A5 communication book or send a whatsapp or email to the office.

15. Please drive cautiously and slowly when entering or leaving at the MAIN GATE to avoid potential collision with a closing gate. Do not take a chance at the gate - please be patient.

16. Drive slowly when entering or leaving the premises. Please be very careful when reversing in the parking lot.

17. Please note that walking in the parking lot is at your own risk and you are responsible for your child(rens) safety. Always walk close to your children as reversing cars are more able to see an adult than a child.

Wise and Kids (Pty) Ltd trading as Kids Cove

Registration number: 2021/495693/07

29 Disa Road

Gordon's Bay

7140

18. Office hours are 08:00-17:00 on weekdays. All Whatsapp's and emails received after these hours will only be paid attention to on the next work day.

19. Please only phone after hours if it is an absolute emergency - all other matters can and will be attended to during working hours the following day.

20. Should a child misbehave, use foul language, disrupt a class, damage property or hurt other children maliciously, he/she will be given a warning and be reminded of the class rules. Should such behaviour persist, a parent meeting will be called. If such disruptive/destructive behaviour continues to persist, the child may lose their spot at Kids Cove if external support is refused.

21. The parent/guardian undertakes to teach their children good manners, how to adhere to boundaries and respect authority. The parent/guardian also undertakes to ensure the proper hygiene of their child and will ensure children are exposed to age appropriate games, movies, TV shows, language and habits.

22. Children attending Kids Cove need to be fully potty trained by the time they are 3.5 years old.

23. You are welcome to send party packs or cupcakes to class on your child's birthday. Please bring it before 10:00 so children can have the party during tea time.