



Cnr Chelverton & Asher Street, Alan Manor, 2091.

P.O. Box 228, Mondeor, 2110.

Tel: 941 1211, 941 1212, 082 386 8744

Email: info@bokmakierieprep.co.za

Our vision

At Bokmakierie pre-primary School we strive to provide an affordable, quality education to all our learners.

We provide the opportunity for all of our children to strive.

Mission statement

To accomplish our vision, we have the following mission statement at our school:

1. To create a harmonious and stimulating education climate.
2. Provide all children with a positive learning experience.
3. Educators and staff members are to be competent and suitably qualified.
4. Learners will be motivated to achieve to their full potential.
5. Educators commit themselves to developing meaningful norms and values.
6. High academic standards are to be maintained.
7. Parents are to play an integral role as part of the education system.
8. The highest level of effective school management is to be applied.
9. To instil love, a love for learning and a love for the community.

Classes

1. 3 months – 2 years
2. 2 years – 3 years
3. 3 years – 4 years
4. Gr 00 – 4-5 years
5. Gr R – 5-6 years

Office

1. Office times are from 7:00 to 14:30, Monday to Friday.
2. Office is not open during school holidays.
3. Manager/Principle: info@bokmakierieprep.co.za / www.bokmakierieprep.co.za
4. Contact details 011 941 1211/011 941 1212
5. Cell and WhatsApp 082 386 8744

School times

1. School opens at 6:45. Under no circumstances are children to be dropped off earlier.
2. Children congregate in the music room in the mornings before school.
3. Lessons start at 8:00.
4. Gates will be locked at 8hoo every morning.

Departure times

1. Half day children leave between 12:00 and 14h00
2. Full day children must be collected not later than 17h45.

Contact details

Kindly inform the office of change of address or change of a telephone number

School menu

1. All children MUST eat breakfast before coming to school. (3 months to 3 years eat breakfast at school)
2. Snack time - 10:00
3. Lunch – 12:00
4. Snack time for full day kids and aftercare – 15:00
5. Advise the office of allergies or special dietary requirements
6. Do not send any food, snacks or sweets to school

Toiletries and stationary

1. Stationary is supplied by the school but Grade R learners are required to purchase workbooks for R100.00 per term.
2. Toiletries to be supplied termly or pay R250.00 per term

Clothing

1. Ensure your child is dressed comfortably and according to the weather.
2. Children should wear hats during summer and sun block should be applied at home.
3. Sending an extra set of clothing is advisable, as accidents do happen.
4. **All clothing should be marked.**
5. Teachers are not responsible for loss of children's clothing and possessions.
6. Check the lost property box for lost items.
7. **School wear is not compulsory but available.**

Lost and Found box at office

Absenteeism

1. It is compulsory to attend school regularly.
2. Contact the office if your child is sick.
3. Please do not send sick children to school.
4. If your child falls ill during the day, the office will contact you so that you can fetch your child.
5. Children with contagious diseases MUST be kept at home until the illness has cleared up.
6. **Injuries at school do occur even though care is taken to watch the children during all activities.**
7. In severe cases the office will contact you.
8. Please note that all staff members are First Aid qualified.
9. **Please ensure that you sign the indemnity form attached to the application.**
10. Medicine will only be given if instruction written down in child's diary

Extra murals

1. We offer various extra murals at our school.
2. Fees for extra murals are payable directly to the parties concerned.
3. **Swimming, soccer, netball, maths, manners, etc.**

Speech and Occupational Therapy

1. If our teachers recommend therapy, please co-operate to ensure optimal learning.
2. The therapists are available at the school on request and conduct therapy sessions during school hours.

Reports and Assessment

1. Your child will be assessed and evaluated continually during all learning activities.
2. Frequent absenteeism hampers the progress.
3. Term Progress Reports will be prepared for Grade R and Grade 00 learners.
4. Progress reports will be issued in June/July and November/December for all learners.
5. Interviews between parents and teachers will be arranged to discuss the progress of the learners.

Fundraisers

1. Various projects will be arranged throughout the year.
2. We ask the support as all these funds are used to better our school and the learning environment.
3. Friday is tuck shop, sweet packets cost R7-00 each.

Notice boards

1. Newsletter (1 x per month)
2. Take note of the information on the website,
3. Important information, reminders and extra mural information, theme of the week, letters and sounds, shapes and photographs are displayed on our website, WhatsApp group

Money paid to school

1. School fees EFT to our bank account and use child's name and surname as ref.
2. Fundraiser's, outings and other monies, place the money in the pouch in your child's diary.
3. Sign the money control sheet.
4. Receipts will be issued and placed back in the diary.
5. **Our banking details is as follows:**

Bokmakierie Pre Primary:

Standard Bank Southdale

Branch code: 006405

Account No: 00 304 9108

Ref: Child's Name & Surname

Website and Facebook

1. Website: www.bokmakierieprep.co.za

Join our Facebook page and see all the interesting activities done by the children. Don't forget to leave a comment