

# PEBBLES AFTER-CARE CENTRE REGISTRATION FORM AND CONTRACT 2021

Manager: 072 247 4341



## 1. Activities

The Pebbles After-Care Centre is a service offered by Cornerstone College for its own Grade R to Grade 7 learners. We offer the following:

- The Pebbles After-Care Centre will arrange activities to care for your child after school.
- Time will be given for the learners to do their homework under general supervision.
- Limited assistance will be provided, but we do not guarantee that learners finish their homework. The checking of homework and the signing of the homework diary remains the parents' responsibility.
- A simple lunch and afternoon tea will be provided.

Learners are required to cooperate with the Pebbles After-Care Centre staff at all times and to maintain excellent behaviour. The school code of conduct and disciplinary processes also apply to the Pebbles After-Care Centre. If there are behavioural or other problems, the learner must be collected immediately upon request by the Pebbles After-Care Centre Manager.

## 2. Start and End Times

- The Pebbles After-Care Centre opens at 2:00pm on Mondays to Thursdays and at 1:00pm on Fridays. It opens after school on days when school closes early.
- Pebbles closes at 5:15pm every day.
- To collect your child, please report to the school's reception for collection times before 3:45pm, and to the pedestrian gate in front of the second building after 3:45pm. Your child will be fetched by a messenger. Please make allowance for at least 15 minutes for your child to be brought to reception or to the gate.
- Learners may be collected at any time after Pebbles opens, but not later than 5:30pm.
- No discount or refund is available if learners are collected before 5:15pm.
- A reduced rate is available for learners who are collected every day before 3:30pm. Please apply to the Principal in writing with an explanation if you wish to be considered for this service. The full fee will be charged if the learner is collected after 15:30.

Please take note of these important points when collecting your child:

- Learners must be collected and signed out by the person signing this agreement, or by a person nominated in this agreement.
- The learner will not be released to a person who is not duly authorised according to the terms of this agreement. In such cases the child will be considered to be abandoned and the relevant clauses of this agreement will apply.
- The learner will also not be released if the person collecting the learner refuses to sign the register. In such cases the child will be considered to be abandoned and the relevant clauses of this agreement will apply.
- The school administrators or Pebbles Manager must be notified in good time if the learner will be collected by someone else.

Initials: Parent/Guardian: X

Witness: X

Cornerstone College: \_\_\_\_\_

- The Pebbles After-Care Centre Manager must also be notified at 072 247 4341 if there are any changes of arrangement or delays in fetching the learner.
- Learners not collected by 5:30pm without acceptable notification will be assumed to be abandoned. Cornerstone College will take the necessary steps to safeguard the learner and will notify Social Services and the SAPS.
- Care of the learner after 5:30pm will be charged to the parent at R200 per hour, or part thereof.
- If a learner is collected after 5:30pm, the learner may be excluded from the day-care facilities thereafter and this contract will terminate without further notice.
- If parents/guardians are unable to collect their children on time due to extenuating circumstances, they must immediately notify the Pebbles After-Care Centre Manager at 072 247 4341.

The After-Care Centre also looks after learners who are not collected on time after school;

- Learners in Grades R to 7 who are not part of the Pebbles After-Care Centre and are not collected from school by 2:15pm (Foundation Phase) or 3:15pm (Intermediate Phase) on Mondays to Thursdays, or 1:15pm on Fridays, will be transferred to the Pebbles After-Care Centre. This also applies to learners found loitering or sitting in vehicles outside the school.
- The parent/guardian will be charged the daily rate per afternoon, or part thereof, without further notice.
- If a learner is not collected on time after school and has already been excluded from the Pebbles After-Care Centre, he/she will be considered to be abandoned and the same steps will be taken as explained above for children not collected after 5:30pm.

### 3. Fee Structure

Parents/guardians may sign the agreement and put their child in the After-Care Centre for any period that suits them. This may be one or more afternoons, one or more weeks, a whole term, or the whole year. The fee structure given below includes discounts for longer periods of registration;

R73,00 per afternoon or part thereof  
 R312,00 per week “ “ “  
 R990,00 monthly, 11 instalments for the year  
 R2 640,00 per school term  
 R10 220,00 for the whole year paid in advance before 31<sup>st</sup> January.

The Pebbles After-Care Centre fee is payable in advance. It is managed through the client's school fee account. The parent/guardian may give 30 days' notice of withdrawal from a term or annual agreement and a refund will be given if applicable. There are no refunds if the learner is removed or excluded from the Pebbles After-Care Centre for agreements of less than one month.

The fee structure of the Pebbles After-Care Centre takes into account the fact that Grade 4 to 7 learners attend school extra-mural activities after school. These learners will join the Pebbles After-Care Centre at 3:00pm on the afternoons that they have extra-mural activities.

### 4. Registration Agreement

Learners are accepted into the Pebbles After-Care Centre entirely at the discretion of the Directors, who are not in any way obliged to accept a particular applicant. The Contract and Indemnity forms signed with Cornerstone College are also applicable to the Pebbles After-Care

Initials: Parent/Guardian: X Witness: X

Cornerstone College: \_\_\_\_\_

Centre. The school rules and procedures, as documented in the Procedure Brochure, also apply fully.

Parents/guardians may register their child for the Pebbles After-Care Centre by completing the registration form below, signing the contract below and paying the relevant fee. The forms are available from the admin office or school website.

The Pebbles After-Care Centre agreement (this form) must be signed by the same person who signed the school contract. Please also initial the first two pages where indicated by an "X". Please arrange for a witness over the age of 18 to initial the first two pages as indicated and sign the last page. By signing this document, the parent/guardian also agrees to be bound by the Pebbles After-Care Centre rules and procedures in this document.

Parent/Guardian's name: \_\_\_\_\_ Cell number: \_\_\_\_\_

Learner's name: \_\_\_\_\_ Learner's grade: \_\_\_\_\_

Allergies or health concerns: \_\_\_\_\_

Payment scheme:  Day  Week  Term  
 Monthly for the year  Year paid in advance

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Name of person/s authorised to collect the learner from After-Care:

Name: \_\_\_\_\_ Cell number: \_\_\_\_\_

Name: \_\_\_\_\_ Cell number: \_\_\_\_\_

Alternative contacts: \_\_\_\_\_ Cell number: \_\_\_\_\_

\_\_\_\_\_ Cell number: \_\_\_\_\_

SIGNED AT TSHWANE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BEFORE THE UNDERSIGNED WITNESS:

\_\_\_\_\_  
**PARENT/GUARDIAN**

\_\_\_\_\_  
**WITNESS**

\_\_\_\_\_  
**CORNERSTONE COLLEGE**

\_\_\_\_\_  
**WITNESS**