



**Little  
Blessings  
Pre-School**



**PROSPECTUS**



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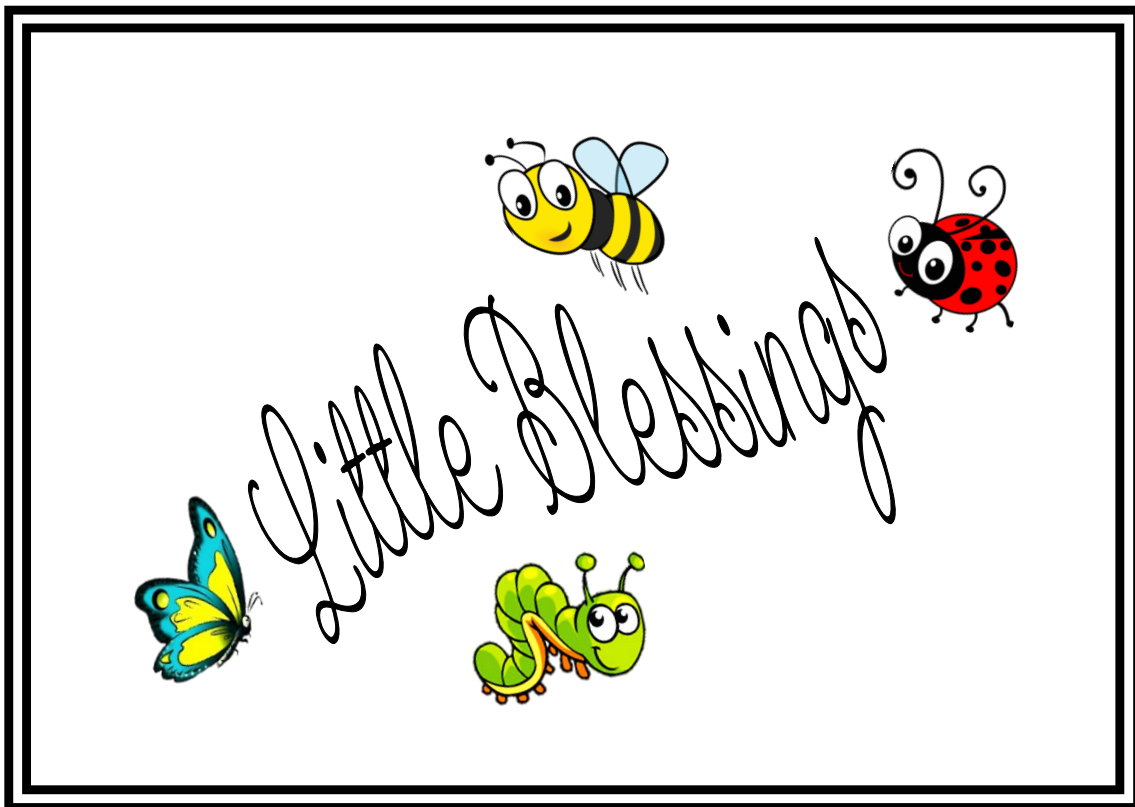


# SCHOOL LOGO



## LITTLE BLESSINGS:

As the name depicts, we see each child as a little blessing straight from God. We chose insects to represent their smallness in stature and also that size does not matter in God's eyes. Even the smallest insect has a special and specific role and purpose to fulfill in the ecosystem. So too have our children.





# CONTACT INFORMATION



## LITTLE BLESSINGS:

School Phone Number : 015 295 3744

Admin Office Email: [litbles54@gmail.com](mailto:litbles54@gmail.com)

Finance Office Email: [litblessings@mweb.co.za](mailto:litblessings@mweb.co.za)

Physical Address: 54 Hoog Street

Moregloed

Polokwane

0699

Postal Address:

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0700

Managing Director:

Charmaine Botha

Contact Number:

072 320 7333

Financial Manager:

Morné Botha

Contact Number:

082 855 3552

Principal:

Anetta Coetzee

Contact Number:

078 596 6758





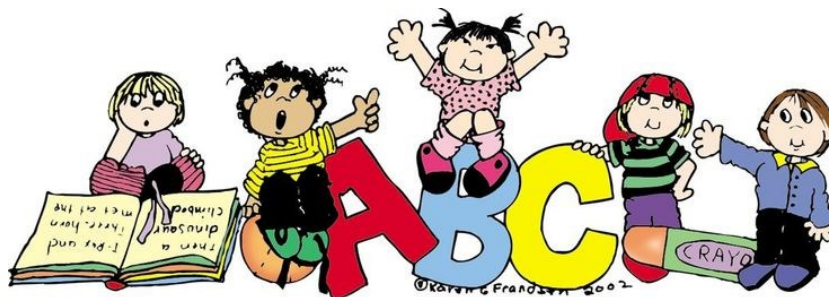
# ADMISSION REQUIREMENTS AND REGISTRATION DETAILS



## CRITERIA FOR ADMISSION:

*Little Blessings: Babies aged 6 Weeks to Children aged 5 Years.*

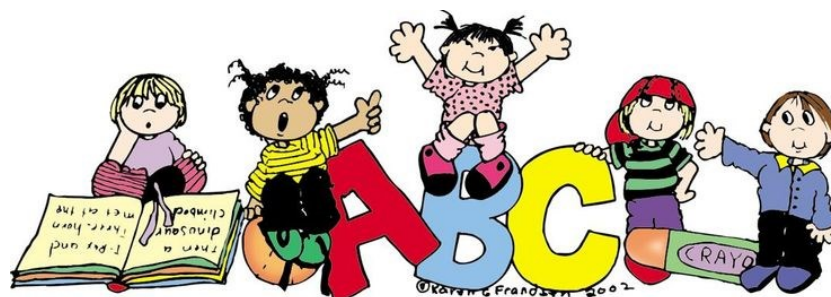
- ✓ The parents must feel compelled to raise their children with Christian morals and values and support the teaching their of in the daily curriculum.
- ✓ A new application fee of R500 is payable once only and should accompany the admission form.
- ✓ An annual registration fee of R400 is payable once a year in the beginning of the year.
- ✓ A monthly school fee of R2100.00 for full day children and R1920.00 for half day children is payable before the 3rd of each month.
- ✓ The following documentation should accompany your registration:
  1. Copy of immunisation records
  2. Copy of birth certificate
  3. Copy of last report card from previous school
  4. Copy of Specialist or Doctors report
  5. Transfer Transcript, letter of precious school
  6. 3x ID Photo's
  7. Copy of fathers ID document



8. Copy of mothers ID document
9. Copy of medical aid card
10. Proof of residence example: municipal bill
11. Copy of collection drivers ID
12. Copy of court or custody document
13. Indemnity form signed
14. Financial agreement documented and signed

### *Little Blessings - Grade R*

- ☑ The parents must feel compelled to raise their children with Christian morals and values and support the teaching thereof in the daily curriculum.
- ☑ A new application fee of R600.00 is payable once only and should accompany the admission form.
- ☑ An annual registration fee of R900.00 is payable once a year in the beginning of the year.
- ☑ A monthly school fee of R2200.00 is payable before the 3rd of each month.
- ☑ A once off payment for Impaq Curriculum fee of R2000.00 is payable in the first month of the year.
- ☑ Documentation mentioned above is also required for Grade R learners with registration.



Method of payment:

1. Cash: Has to be paid at the office by the parent him/her self.  
Please make sure that you receive a receipt as proof of payment, if a problem arises we need some kind of proof that you actually made the payment, otherwise we will be forced to bill you again.
  2. We prefer that parents sign a month deduction slip from their local bank. These documents are available in the office for your convenience.
  3. Cheques: If you are paying by means of a cheque, please ensure that you write the name of your child and his/her class clearly on the back of the cheque.
  4. Bank Deposits: Direct deposits into the bank account should be arranged by the parents themselves. The deposit slip needs to be send to the office as proof of payment.
  5. Post dated cheques: Will be accepted, but in the event that the cheque does not clear the bank, the parents will be held responsible for any cost occurred.
- Parents need to make an appointment to see the Principal for a short interview.
- Parents will receive notification of successful application, by letter or a telephone call.





# SCHOOLFEES AGREEMENT



1 Cor 9:6

Little Blessings School fees, babies aged 6 weeks to toddlers aged 5 years.

1. Amount payable  
07:00 - 17:15 Full day = R 2100.00 per month for 12 months
2. Amount payable  
07:00 - 13:30 Half day = R1920.00 per month for 12 months

It is not possible for this pre-school to function properly if we constantly have problems with bad debt, therefore we trust and rely on each parent that entrusts their child to our care, to diligently pay their school fees, on time and in full.

## RULES:

1. All school fees are payable before or on the 3rd day of each month.
2. Accounts that are in arrears will be charged a high interest rate monthly, until the account is settled in full.
3. If you have a good reason as to why you can not fulfil your financial commitment to this institution, please give the school written notification of this reason, or make an appointment to see the Principal.
4. If an account exceeds 60 days, and no written or oral agreement has been made, you will be asked to keep your child at home, until your account is settled.
5. 90 days and older accounts will be handed over for litigation and all legal costs will be added to your account.
6. For your own piece of mind and ours, we would like to suggest to all parents to have a bank debit order signed so that the monthly instalment will automatically, be transferred to our account.







# THE CURRICULUM



ASPECTS TAKEN INTO CONSIDERATION WHILST THE CURRICULUM WAS PLANNED:

1. FAITH:

Christian and ethical mouldings needs attention.

2. ESTETIC DEVELOPMENT:

Each child needs to be motivated to see the beauty in Gods, creation and learn to appreciate nature and music.

3. HABITS:

Children need to be placed in a well structured functional environment, this gives them a feeling of safety and confidence, so to do good habits, like washing hands before I eat, a good toilet routine, taking care of my belongings, my body needs to rest regular for me to be more predictive etc.

4. SELF EXPRESSION:

- ◆ Working with clay, paint, water, blocks, sand and waste materials
- ◆ Like the Bible says Ezekiel =, the renewing of mind and looking at things differently.

5. LANGUAGE DEVELOPMENT: Communication

Passive Language Development:

- ◆ Listening to stories, poems and thyme's.
- ◆ Playing with dolls.
- ◆ Paging through picture books.
- ◆ Own interpretation of pictures and stories.

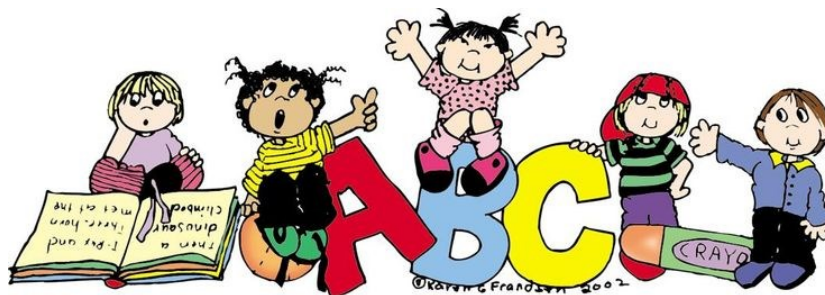


## Active Language Development:

- ◆ Talking to others about meaningful experiences in their own lives.
- ◆ Describing happenings and relationships and objects
- ◆ Expression of feelings
- ◆ Fun with words: Poems, songs and stories they make up themselves.
- ◆ Observation: Using your senses to identify and describing an object.
- ◆ Dramatizing.

## 6. INTELLECTUAL DEVELOPMENT:

- ◆ Logic and problem solving
- ◆ Discovery, and naming the trademarks of certain things
- ◆ Sorting and Matching
- ◆ Distinction between some, few, all, many etc.
- ◆ Describing of one object in different ways.
- ◆ Classifying
- ◆ Re-arranging
- ◆ Number concepts
- ◆ Special Orientation
- ◆ Time:  
The execution of a certain assignment within the given time  
The past, present and future etc.
- ◆ Measuring:  
This is part of every child's daily life but, we have to accept that children must first have concrete evidence and knowledge of an object before, he can use insight into measuring it.
- ◆ Mathematical Concepts:  
Length :           The distance between two points  
Area:             Circumference = dimensional form  
Volume:          The inside = dimensional form  
Capacity:         The amount of liquid an object can hold



Weight : The weight of an object

Temperature: Hot or cold

Passing time: The continual passing and elapsing of time

Value (Money): How much something is worth in money terms

## 7. SOCIAL DEVELOPMENT AND LIFE ORIENTATION:

Good communication skills

Cognitive and logical train of thought abilities

Etiquette

Good Manners

Christian Characteristics: Like humility, sharing, servanthood etc.

## 8. MOVEMENT AND MUSCLE TONE:

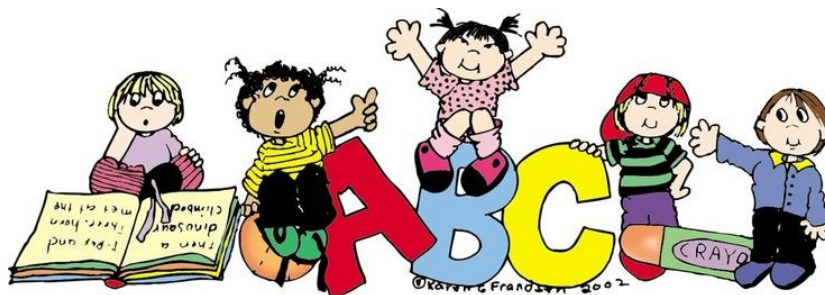
◆ Dramatizing stories

◆ Action games

◆ Playball½ Teaches excellent hand-eye co-ordination

◆ Rhythmic movement

◆ Free play, Climbing activities and gardening.





# CORRESPONDENCE



It is of the utmost importance that parents are always aware of:

1. The development and performance of their children
2. Happenings and other information pieces
3. Problems or plus points in your child's learning curve, so that we can work together as a team and do some remedial or enrichment in the case of children with accelerated learning abilities.
4. Just as much as you would like to be kept in the loop on your child's performance, so too do we wish to know your feelings on the day to day running of our school.

Each pupil 6 weeks to 6 years old, will receive a neatly covered book on their first day, this then becomes their property. It is the responsibility of each parent to read the daily remarks made by the teachers in this correspondence book.



Rules in regard to the correspondence book:

1. A good learning experience for all our parents is that this book should be signed daily after you have looked at the content. Remember mom and dad, when your little blessing goes to "Big School" you will have to get this little habit down.
2. The books will be placed into your child's schoolbag on Fridays for you to take home/. Please take time to read it's content and act upon it. Most important, please make sure that the book returns to school on Monday.
3. We would like to encourage our parents to really make use of this book as a correspondence tool, write back! Even if just to say thanks to the teacher for her hard work or if you are experiencing problems what ever. We would love to use your ideas and input to make our school special.
4. In the event of this book getting lost, as books sometimes have the tendency to do, it remains the responsibility of the parent to please replace it.
5. This is a great idea but, we need your assistance to make this idea work. Co-operation, co-operation.. Co-operation.





# SCHOOL RULES



1. Please drop your child off in his/her class no later than 08:00
2. Please sign your child out in the afternoons, if you can not collect your child and have made alternative arrangements, phone us and let us know of your plans.
3. No children with contagious diseases are allowed at school.
4. Collecting your child on time is essential as we close at 17:15. If you arrive at 17:25 the staff are going to charge you a penalty fee!
5. Please pay your school fees on time.
6. Avoid sending toys and personal belongings to school.
7. Mark all your child's belongings clearly.
8. Do not park in front of our neighbours driveways and try to obey traffic rules in front of the school.
9. Please read and sign your correspondence books and send them back to school, if lost you will have to pay R30.00 to replace it.
10. Fill in the medication register it is compulsory, to enable us to administer medication.
11. Be involved in activities and fundraisers to support the school.

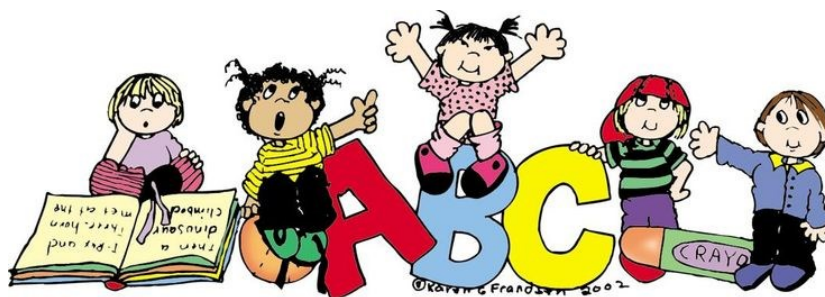




# GUIDE TO CONTAGIOUS DISEASES



DISEASE	SIMPTOMS	REASONS	PREVENT CONTRACTION	HOW LONG FROM SCHOOL
Diarrhoea	Loose fesses	Contagious, will contract disease from carrier	Washing hands after using the toilet. Do not eat eggs or soft cheese	Till the child feels better and the runny tummy has stopped.
German Measles	Light red spots, small dots all over the whole body	Early Spring. Contact, coughing, sneezing. Contagious 14-21 days	Immunization Compulsory for girls aged 13. Do not have any contact with pregnant women.	Till the rash disappears, usually 4-7 days
Flue	Muscle pains, coughing, sneezing, runny nose, watery eyes.	Virus - It spreads easily. Contagious for ± 2 days	You should treat the symptoms only.	Approximately 7 days or till the child feels better.
Cough	Tight cough Loose cough	Normally secondary bacterial infection	Do not smoke in the same room. Teach the child to cough away from the faces of others and hold hand in front of the mouth.	Till the coughing can be controlled.
Hooping Cough	A cough that just seems to get worse. They battle to breath and it sounds if they are coughing in a can-hollow sound.	Breathing in contaminated droplets.	Immunisation It helps to steam the child but, you are advised to visit a GP.	Approximately 6 weeks since the coughing starts unless the child recovers sooner.



DISEASE	SIMPTOMS	REASONS	PREVENT CONTRACTION	HOW LONG FROM SCHOOL
Glandular fever	Upset, fever, sore throat, swollen glands and restlessness	Licking or sucking infected toys. Dirty hand or kissing Period: 30-50 days.	You regularly see this with little children but, wash the hands and the toys of the infected child regularly.	Till the child has recovered.
Conjunctivitis	Red watery eyes that feel itchy and burn. Eyelashes also tend to stick together in the mornings	Very contagious, contact of sharing face cloths and towels.	Wash hands regularly and avoid sharing towels and face cloths. You can use cotton wool and luke warm tea to clean out the eyes.	You will need a good eye drop to combat the infection.
Fever blisters	Ted and sore patches around the nose and mouth, which sometimes turn to blisters.	Contact, kissing or sharing cups. Helped on by sun and colds or flues.	Teach the children not to scratch these spots and to also regularly wash their hands.	Good hygiene is important. Creams are available.
Head lice	Childs regularly scratches their head, small white eggs are seen and sometimes lice on the scalp as well.	Contagious, head to head contact.	Wash hair with lice shampoo and come out the eggs with a special fine comb.	± 12 hours after the shampoo has been applied.
Tonsillitis	Fever, not in the mood to eat, swollen glands, tammy ache, red and swollen tonsils	Breathing in contaminated droplets.	Antibiotics. Stay home till the child's has recovered. Use pain and fever medication as well.	Till the child feels better.
Measles	Red spots all over the body, light sensitive eyes.	Direct contact, Breathing in the virus. Period 8-15 days.	Immunisation Stay away from pregnant women.	Till the child feels better but, not early than 7 days after the rash has appeared.





DISEASE	SIMPTOMS	REASONS	PREVENT CONTRACTION	HOW LONG FROM SCHOOL
Meningitis (Bacterial)	Headache, high fever, stiff neck, sensitive eyes, light-headedness. If a rash appears seek a doctors assistance immediately.	Breathing in contaminated droplets. Period 2-5 days	There is very little that you can do. Keep the rest of the family away, it is highly contagious. See a medical doctor.	Children recover much faster than teenagers and adults anything from 2-6 weeks.
Mumps	Swollen glands, sore ears and glands under the chin, sore throat.	Breathing in the virus. Not very contagious.	15 months immunisation Test let the child eat a Sauer sweet = intense pain.	Till the fever and the swelling has come down. 3-4 days
Sore Throat	Pain when swallowing, red and raw looking when inspected.	Breathing in contaminated air and droplets.	A child with a very sore throat needs to stay at home. Doctors will prescribe an antibiotic for this bacterial infection.	Till the child feels better. ± 24 hours after the first application of medication.
Colds	Coughing, sneezing, runny nose, watery eyes - feeling very bad.	Spreads through hands, mucus and infected droplets. It is a virus. Period 1-4 days.	Blow the nose with paper towels. A wet facecloth helps to prevent red and sore nose. Wash hands and place hand in front of mouth when coughing.	Contagious for the first 4 days. Sometimes only an 8 hour virus.
Chickenpox	Red blister rash all over the body. Itchy and light sensitivity.	Droplets or skin contact. Period 16 days.	Impossible to stop transmission. Calamine lotion can be applied to the spots to help the itch.	Till the blisters make scabs 12-14 days.
Worms	Itchy around the anus, especially at night ½ fine, wriggling hairs in the excretion.	Direct contact with contaminated persons.	Medication is available without prescription. Keep the fingernails clean and short and wash their hands regularly.	Not necessary.





# VISION & MISSION



## VISION

*Proverbs 22:6*

*Train up a child in the way he should go and he will never depart from it.*

In Short

- Providing in much needed cross cultural, Christ Centred pre-school education.
- Ensuring a high standard of education, spiritual and physical growth.
- Focus on the total development of each child to reach their fullest potential, as created in the image of Christ.

## MISSION

- To equip children to function in unity in our diverse Nation.
- Supply a safe environment for young children whilst their parents are at work.
- Implementing a well balanced curriculum and daily program bases on Christian characteristics and principals.
- Providing in the nutritional needs of small growing infants and toddlers.

GOOD FOOD IS BRAIN FOOD!





# OTHER



## Times:

- ◆ Classes start at 08:00, Winter and Summer
- ◆ There will be care takers from 06:30 to 17:30
- ◆ School always closes at 12:00 (With holidays)

## Clothes:

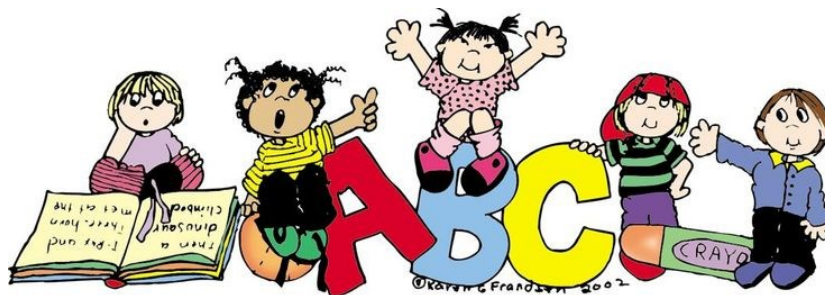
- ◆ No school uniform will be worn for the 6 weeks to 5 year old children.
- ◆ School uniform for Grade R learners must be worn. Same as NCA or alternative navy blue shorts, navy blue golf shirt in Summer. Navy blue tracksuit with white tekkies in Winter.
- ◆ Please mark all clothes CLEARLY!
- ◆ Keep the cloths comfortable and always pack something warm extra.
- ◆ Mommies with babies, please pack more than one set of clean cloths.

## Lost and found:

- ◆ There is a marked crate wherein all the lost and found property will be displayed daily.

## Baby supplies:

- ◆ Enough disposable diapers
- ◆ Bum Cream
- ◆ Enough Wet Wipes
- ◆ Enough clean cloths
- ◆ 1x Nappy bag
- ◆ Bottles or cups for your child
- ◆ Formulas or expressed breast milk





# OTHER



## Toddlers:

- ◆ 1x School bag - Marked well
- ◆ 1x Set of clean clothes - Marked well
- ◆ 1x Toothbrush and tube of toothpaste

## Grade R Learners:

- ◆ 1x School bag - Marked well
- ◆ 1x Set of clean clothes - Marked well
- ◆ 1x Lunch box - A healthy meal and juice/water

## Fieldtrips:

- ◆ We are planning a few fieldtrips during the course of the year. Each parent will receive notification of a fieldtrip in writing and well in advance.
- ◆ It is very important that you complete the tear-off slip and return it back to school, it serves as an indemnity form and your child will not be allowed to go on any fieldtrip without it.

## Birthdays:

- ◆ You are more than welcome to arrange a birthday party at the school, please just notify the teacher in advance. Also, please see to it that the food and sweeties are easy to distribute, this save time.
- ◆ We prefer cup cakes over big cakes, which makes it easier for teacher and child and please no toys that make loud sounds.





# OTHER



## Punishment:

- ◆ Unfortunately it is sometimes necessary to punish a naughty child - we do not like hitting your child, therefore if it is necessary we will first notify you telephonically. (Within limits)
- ◆ If we do give a hiding it will be done in love and a good explanation will be given to the child so that they understand the consequences of their actions.
- ◆ "Time out" - A cool off time, where the child has to sit at his desk and think about what he/she has done wrong. Thereafter he/she can come and explain it to his/her teacher and ask for forgiveness. (We will not place a child in a corner or in a dark place, the child will only take this very negatively and feel rejected.)
- ◆ Any other punishment will be sorted out with the parents personally, like for instance, your child does not want to stop biting other children, out of experience we know that the only way to control is to bite him/her back, so that he/she can experience it for himself.

It is very important that you know that we will never punish your child without your consent!!!





# OTHER

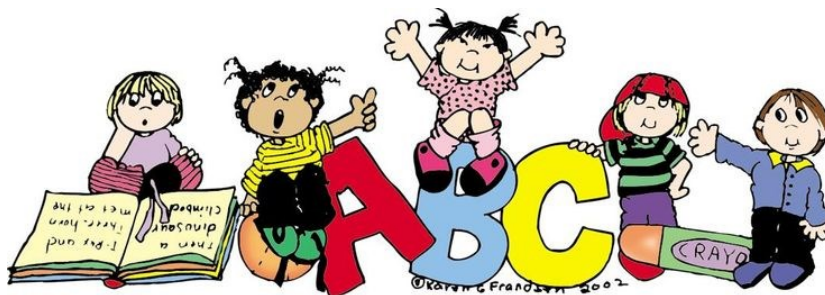


## Sick Children:

- ◆ A sick child will be accommodated in our sick-bay.
- ◆ Mommy and daddy will be notified.
- ◆ "Please do not send a very sick child to school.
- ◆ There is a medicine entry book - ensure that you please complete it so that the staff know how to administer your child's medication.

## School attendance:

- ◆ Many parents ask if they can bring their little one in for 1 or 2 days a week, yes but, it is not fair towards your child or the teacher, this child finds it very hard to fit into the daily program and routines. Please try not less than 3 days.
- ◆ Sometimes absence is unavoidable, please let your teacher know, because the tend to worry.
- ◆ Please try to have all children at school when it is Evaluation. This is very important for your child to be at school to evaluate him/her.





# BABY CURRICULUM



## Examples of the Baby Curriculum:

Developing Senses: Smell, Vision, Feeling, Hearing, Taste

### 1. Smelling Sense:

Small material bags containing products that give off a familiar smell (sent).

Example: Cloves, Orange-peel, Perfume and so on. They are then given the opportunity to smell each material bag. This also teaches them to diversify between smells we like and smells we dislike.

### 2. Vision:

Eye exercises: The baby lies on his back and the teacher costs him to follow a colourful prop from left to right, this helps the reading muscles in the eye to develop properly. (We read from left to right).

Distance vision: Distancing an object that the child can currently identify, daily a little bit so that visual field is enlarged.

### 3. Sense of feeling:

Baby massaging: We massage the babies regularly, whilst they are either lying on their backs or tummies. This stimulates the tactile sense of the skin and actually enhances their special awareness.

Tactile Outside play: We place babies that can already sit alone in a plastic toy shell, then we place 4 containers in front of them, each with a different textile, like maize, rice, sand, sea sand. We then encourage them to play with the different textiles to stimulate their sense of touch and distinction. Reinforcing words like smooth, rough, hard, soft, etc.

### 4. Outside Play:

Parents are asked to pack an extra set of clothes because if the weather permits, we will play outside, baking mud cakes or making mud pictures, water play etc.

*Inside play* includes, puzzles, peg-board etc. to enhance hand-eye co-ordination.

