



EXCELSIOR LEARNING CENTRE

This is a document created by Excelsior Learning Centre that provides the general information of the school. It also provides the school fee structure as well as other incurring fees that may be directly or indirectly related to the school. Other information includes issues related to transport, aftercare, tuck shop, school times and medication

General Information 2018

8 Peter Road
Ruimsig, Roodepoort
Gauteng
1725

Postnet Suite 59
Private Bag X 5
Strubens Valley
1735

Tel No: 011 025 6543
Cell No: 079 230 6207

info@excelsiorprivateschool.co.za



Table of Contents

General Information	3
School Fees	4
School Fee Options	4
Siblings Discount	4
Text Book Fee	5
Registration Fee	5
Annual Fee	5
Outstanding Monies	5
Banking Details	5
Our School	6
School Times	6
Punctuality	6
Tuck Shop	6
Transport	6
Aftercare	6
Medication	6
School Terms	7
Additional School and Public Holidays	7
Contact Details	7
Office Hours	7



General Information

Effective 01 January 2018

Excelsior Learning Centre, a small and unique school, centrally situated on Peter Road, Ruimsig, is a schooling opportunity for students who do not want to attend mainstream schools, or are struggling with home schooling.

Students receive individual attention in small classes, as the ratio, in any given class, will not be more than 1 Teacher to 12 pupils. This enables them to fulfill their requirements, as well as creating a positive “can do” academic environment.

We offer the CAPS Curriculum; Grade R – 12. We are registered with the Department of Education.

We take the time to evaluate and recognize each individual’s needs and abilities and then guide and support them.

We urge each and every student to reach both their academic and personal potential, to encourage the development of self-esteem and confidence, resulting in well- balanced, all-round students, under the guidance of our dedicated and caring teachers.

Discipline and structure, including manners, etiquette, morals, good judgment and good old- fashioned values, is the school’s policy for all its students. We encourage students to recognize their role and responsibility in society.

At Excelsior Learning Centre we promote an ethos of respect and equality, to recognize and value cultural and lifestyle differences. We encourage respect and the preservation of animals and our environment.

Our students are happy to attend school and we find that this has impacted on their personal growth and well-being.

Our outdoor facilities allow the students to run and play in large, farm-like grounds. The school endeavors to create a peaceful, friendly, family environment in which the students are able to thrive.

Enrolments for 2018, in certain grades, are still available.



Text Book Fee – Due 30 October 2017

<u>Grade</u>	<u>No of Subjects</u>	<u>Fee</u>	<u>After 30 Oct 2017</u>	<u>Grade</u>	<u>No of Subjects</u>	<u>Fee</u>	<u>After 30 Oct 2017</u>
R	1	R250	R300	7	9	R1300	R1350
1	4	R300	R350	8	9	R1600	R1650
2	4	R350	R400	9	9	R1800	R1850
3	4	R400	R450	10	7	R1900	R1950
4	6	R900	R950	11	7	R2000	R2050
5	6	R900	R950	12	7	R2000	R2050
6	6	R900	R950				

These fees are subject to publisher costs and are subject to change and availability

Registration Fee

A once-off registration fee will be charged: R 2000.00

Annual Fee – Due 1 January 2018

An **annual fee** of R700-00 will be charged per child to purchase new books (library), maintenance, equipment for the school, breakages etc.

Excelsior Learning Centre - Banking Details

Bank FNB
Branch Clearwater
Branch Code 251141
Account Number 62372153199

Office hours – only available during the term

Mon – Thurs: 08h00 – 14h00
Friday: 08h00 – 13h00
Text messages can be sent to the landline.
***Mr Kent is only available by appointment.**

Outstanding Monies

School fees are to be kept up to date at all times.

The prescribed monthly interest of 15.5% will be charged on outstanding fees. Unpaid school fees will be immediately handed over to the Schools Attorney/Debt Collectors for collection (The full cost, including commission thereof will be for your Account). If the school fee account is two (2) months in arrears, the child/ren will be suspended from attending school until such time the account is up to date or a written agreement/plan is in place to rectify such account.

Outstanding fee collection charges as stated in the Enrolment Contract, under General - point (9.7).

CANCELLATION OF AGREEMENT

Either party may give notice of cancellation of this agreement to the other party by means of 1 (one) full term's (Three (3) calendar months) written notice, to the other party; i.e. – effective as from the 1st of any given month

Name:

Initial:



OUR SCHOOL

School Times

The school gates open at 06h30 each day. If required, there will be supervision in the morning from 06h30 for the Grade R to Grade 3 pupils only. These pupils will need to be dropped off at a designated classroom.

Grade R to Grade 6	08h00 - 13h00
Grade 7 to Grade 12	08h00 - 13h40

****Fridays: - School closes at 13h00 for all grades***

Punctuality

Children must be timeously collected after the normal school day. No children will be allowed to remain on the property, unless attending extra mural activities.

Tuck Shop

Snacks and Light lunches are available.

Transport – Only in a case of an "Emergency" can we help out with a lift - Afternoons only and no lifts will be given after 4.00pm.

A charge of R3 per km will be charged (there and back) with a minimum charge of R40.00. A cash payment the next day must be made.

First child pays full price, the sibling's 50% each.

Aftercare

Please make enquiries at the school for details.

Medication

Any medical condition and medication must be declared at time of enrolment.

If your child is on medication, it **MUST** be written in the school's medicine book and handed over to the teacher. No medication will be given, unless it is in the book and you have signed your authority for it to be administered. Allergies must be clearly stipulated. It is the parents' responsibility to supply Epipens and antihistamines etc., if required.

Date: **Name:** **Signature:**



School Terms

TERM		School 2018
1		17 Jan - 28 Mar
2		10 Apr - 22 June
3		17 July - 28 Sept
4		09 Oct - 06 Dec

Additional School and Public Holidays - 2018:

Date 2018	Weekday	Holiday Name
21 March	Wednesday	Human Rights Day
27 April	Friday	Freedom Day
30 April	Monday	School Holiday
1 May	Tuesday	Workers' Day
9 August	Thursday	National Women's Day
10 August	Friday	School Holiday
24 September	Monday	Heritage Day

Contact Details:

8 Peter Road
Ruimsig, Roodepoort
Gauteng
1725

Postnet Suite 59
Private Bag X5
Strubens Valley
1735

Tel No: 011 025 6543
Cell No: 079 230 6207

Email: info@excelsiorprivateschool.co.za

Office Hours

Only available during the term

Monday - Thursday: 08h00 - 14h00

Friday : 08h00 - 13h00

Text messages can be sent to the landline.

***Mr. Kent is only available by appointment.**