



Wishing you and your family health, happiness, peace and prosperity this Christmas and in the coming New Year.

23 Dec 2020

Welcome to Exclusive Kids Academy

Please take note of the full content of this letter

OPENING DATES – PRESCHOOL

Exclusive Kids Academy will open on the **5th of January 2021** with its normal operating hours.

- Full Day (06:00 – 17:30)
- Half Day (07:00 – 13:00)

BRING ALONG LIST – 2021

We have supplied all our parents with the Bring Along List in the Re-Registration Forms and Registration Forms for next year. Kindly make sure that all these items are ready for when the children return in January. (See form attached below)

It is the parent's responsibility to label all items with the child's name.

ACCOUNTS AND STATEMENTS

All parents will receive their statements for January 2021 today.

A friendly reminder that since all accounts are due in advance that your tuition fees for January will be due on the 2nd or 15th of January 2021 (*Due date was selected in Contract*).

All statements will be emailed to the account holder, along with this a SMS will be sent indicating such. Please remember to reply on this SMS with the correct email address only if you did not receive your statement.

It is also important to use your **UNIQUE REFERENCE NUMBER** starting with **EKA** that will be shown on your email with the statement attached. **PLEASE DO NOT USE YOUR CHILD'S NAME OR SCHOOL FEES AS A REFERENCE.**

DEBIT ORDERS

All parents making use of our Debit Order System please remember that the debit orders will run on the dates you provided and that the account is still paid in advance.

GRADE R – EDUCATO

We are extremely excited for all our Grade RR children this year to be starting with **Grade R at Educato** our Primary School in 2021. Please remember to use your **new unique reference number** starting with **EDU** when paying your Educato Tuition Fees for January.

Any credit on your account at Exclusive Kids Academy will be allocated to your account at Educato end of December.

PLEASE REMEMBER TO KEEP YOUR PAYMENTS SEPARATE SHOULD YOU HAVE A CHILD ENROLLED AT BOTH EXCLUSIVE KIDS ACADEMY AND EDUCATO PRIMARY SCHOOL.

DISCOUNTS AND PAYING IN ADVANCE

All discounts will be replaced by the new discount structure issued in the re-registration form for next year. Should you wish to pay your tuition fees in advance for the next 12 Months, you will receive a 10% discount (*See Discount Structure*), please remember that this needs to be paid on or before the 15th of January 2021.

SCHOOL TRANSPORT

Please inform us via email (accounts@exclusivekid.co.za) if you want your child to use transport next year Jan/Feb that it must be marked on your re-registration / registration form as we need to plan transport routes accordingly. (*Please ignore this if you have already done so and the charge reflects on your account*).

COVID-19

Please download and complete the following form at <https://www.exclusivekid.co.za/download> and submit it when your child returns to preschool.

- All children will be screened upon entry.
- All parents are required to wear a mask on the premisses.
- No Entry will be allowed should your child display one of the symptoms listed at the screening station.
- Only children and staff members that are screened will be allowed beyond the screening station.

OFFICE HOURS – FESTIVE SEASON

The office will be closed during the festive season and the office number 082 925 4536 will not be available.

Should you need assistances with anything please email: accounts@exclusivekid.co.za please note you will only receive a reply within 3-4 days during the festive season.



Thank you for your continuous support.

We wish peace and joy to you and your family this holiday season.

The Exclusive Kids Team.

Items must be clearly marked with child's name by the parents.

Toddlers:

- X1 School Bag
- X1 Set of **Retractable Wax Crayons (12 Colours)**
- X1 Scissor (Safety Scissor – Age Appropriate)
- X1 Fleece Blanket (*During Winter*)
- X1 Set of replacement clothes and underwear (STAYS IN BAG) (IMPORTANT FOR ALL AGES)**
- X1 Box of tissues – Per Month
- X1 Large Packet of Wet Wipes – Per Month
- X2 Rolls of Toilet Paper – Per Month
- X1 Set of Swimming Clothes and Towel (*During Summer*)
- X1 Ream of Paper (500 sheets A4 White)
- X1 Puzzle Age Appropriate
- X1 Bean Bag **12cm x 12cm (Only New Enrolments)**
- X1 Set of Water Paint (12 Colours)
- X1 Play Dough (500g container assorted Colours)
- X1 Flip File (20 Pockets)

Nappies for the day (QTY: 5 per day) IF APPLICABLE

