



The Ark Private Preschool And Aftercare Centre
2016/48023/07
Address: 4 Approach Street, Discovery, 1709
Mobile: 082 226 7794
Email: thearkprivatepreschool@gmail.com

Welcome to The Ark!

Preschool

The Ark is a faith-foundation based, home away from home for your child where the emphasis is on your child learning and having fun in a warm, loving environment as an introduction to school.

The morning routine includes Praise & Worship, Exercises, News Time, and Morning Ring. A weekly theme is introduced to stimulate your child and two lessons are done daily. The Centre should be considered an extension of your home.

We are a bilingual Centre and accept little ones between the ages of 3 and 6 years. Our classes are kept small, (12 learners per age group) and a lot of individual love, care and attention is given to each child. Progress Reports are issued per term which will cover a full breakdown of your child's progress.

School hours are from 6:00 to 18:00.
Learners may be dropped off between 6:00 and 8:00.
An Aftercare Facility is available till 18:00.

The Ark Aftercare/Study Centre

Aftercare learners are collected from a specified pick-up point daily at specified times. Times are scheduled according to parent's needs as well as any extra-murals or classes after school hours.

On arrival at The Ark, learners are served a cooked lunch and beverage. We have Tutors specializing in all CAPS subjects in English and Afrikaans and individual attention is given to each learner according to strengths and weaknesses. Homework is signed off daily by one of our Aftercare Tutors.

We follow Government school terms and holidays.
K4J (Kids for Jesus Holiday Club) commences during school holidays.
(Please request further information.)

We serve breakfast at 8:00 (porridge, oatmeal, etc.)
A snack box must be sent for 10am and lunch box for 12pm.
Alternatively, our kitchen sells small take-away foods that may be ordered weekly, in advance. Please request a menu.



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Fees for 2026

6:00 – 18:00	R2300.00	Full Day
6:00 – 13:00	R2000.00	Half Day
13:00 – 18:00	R1200.00	Aftercare

Requirement List per month:

- Liquid Hand Soap
- Wet wipes
- Tissues
- Make-On Juice (Oros, Fiesta, etc.)
- 5lt Still Water

A surcharge of R300.00 per month will be added to your account if Monthly Requirements are not supplied.

Please send to school daily:

- a bottle or spill proof cup of juice/ water (with name on).
- change of clothing in a bag
- a hat for your child (clearly labelled with child's name)
- sun block (please apply before school in the mornings)
- a healthy snack box (**fruit a must**)
- **Please do not send sweets or toys to school with your child unless arranged or requested to do so.**

Stationary Requirement List:

Please request a Grade appropriate Stationery Requirement List on completion of Registration.



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PLEASE NOTE THAT THE ARK DOES NOT TOLERATE BULLYING OF ANY KIND.

WE PRACTICE VERY STRICT RULES AND HOLD STRONG MORALS AND VALUES AND THE RIGHT OF ADMISSION IS RESERVED.

A copy of our Code of Conduct must be signed by each parent and upon registration.

All parents are added to our Whatsapp Group on registration. We ask all parents to adhere to the following:

Whatsapp Rules:

- 1. No buying or selling on the group**
- 2. The group is for general matters pertaining to the Centre ONLY!**
- 3. If you are running late or have something personal to discuss with the Principal or your child's teacher, please send a private message to the number provided.**
- 4. Office Hours are from 9am to 5pm, Monday to Friday.**

If your child is absent from school due to illness or otherwise, please advise us accordingly.

Parents are to notify the school should there be any changes in whom may collect your child from school, even if it's just for the day.

If you require any additional information or have any other requests, please do not hesitate to speak to us.

I trust that together we will raise your child to become strong, kind-hearted, loving and independent.

Shimona Delpont
Principal



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Registration Form

Office Use

Registration Number: _____

Date of Registration: _____

Kindly complete the form thoroughly.

Child Details:

Surname: _____ Full Name: _____

Known as: _____ Date of Birth: _____

Gender: _____ Home Language: _____

Medical Information:

Doctor: _____ Tel. No.: _____

Medical Aid: _____ Med. Aid no.: _____

Allergies: _____

Please attach copy of child's clinic card.

In Case of Emergencies:

Contact: _____ Relation: _____

Tel. No.: _____ Alternative: _____



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Parent/Guardian Details:

	Father	Mother
Surname		
Name		
ID Number		
Cell.		
Alternative contact no.		
Religion		
Home Address		
Email		

Person Responsible For Fees:

Full Name: _____

ID No: _____

Please attach ID copy of person responsible for payment of school fees!

- Fees are payable by the 1st day of each month, for the month, over 12 months.
- Payments may be made paying cash or via internet transfers.
- If the child is absent owing to illness or holiday, the fee must be paid in full.
- A registration fee of R1000 is required to secure a place for your child at the school.
- One month's notice in writing or a month's fees in lieu of notice is required when your child leaves.
- December fees are still due for children leaving in November.
- Interest will be charged on overdue fees.

Banking Details:

Account Name: The Ark
Bank: FNB
Account Number: 62654459455
Branch Code: 250655
Type of Account: Cheque Account

Account Name: SC de Vries
Bank: Capitec
Account Number: 1184477610
Branch Code: 470010
Type of Account: Savings Account



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Indemnity

NOTE: Every care will be taken to ensure the safety of your child.

I hereby give permission for my child _____ (print) to participate, under the supervision of the school, in all educational and/or extra-mural activities while he/she remains a learner at The Ark.

1. I hereby declare that I shall not hold the aforementioned school or its bona-fide representative liable for any damage or injury sustained by my child while he/she is at the premises – 4 Approach Street, Discovery – during activities arranged by the said school as well as any extramural activities, or as a participant in the school's Aftercare Programme.

2. I also undertake to indemnify the bona-fide representatives of The Ark against all claims by me, or any third parties, arising from any cause or action whatsoever, and will not hold The Ark or its representatives liable for any injury or loss or any damages consequent thereto, sustained whilst my child is in their care.

3. I accept that the Principal and her staff will take every reasonable precaution to ensure the safety of my child.

Name of Parent/Legal Guardian (Please print):

Relationship to Child (mother/father/legal guardian):

Date:

Signature of Parent/Legal Guardian:

Signature of Witness:



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PERMISSION TO USE CHILD'S PHOTOGRAPHS

Dear Parents/Guardians

Students at The Ark Private Preschool and Aftercare will be involved in school activities where they may be photographed. Photographs of students may be used in a variety of media to celebrate a student's success in a particular area or for educational purposes or to promote activities at the school.

Photographs of children are also used on our website, Facebook, WhatsApp groups, special displays and other promotional material. Most parents are happy for their child's photograph to be used.

We need parental permission to publish children's photographs.

No child's photograph will knowingly be published without parent permission.

Accordingly, we ask that you complete the form below and return it to school as soon as possible. Please note this permission form is valid for the duration of your child's schooling at The Ark; however, permission may be withdrawn at any time upon written notification.

Thank you.

PERMISSION TO USE CHILD'S PHOTOGRAPHS

Child's Name: _____

Year: _____

I do give / do not give permission for photographs of my child to be published and am aware that this may be accompanied by my child's first name.

I do give / do not give permission for my child's photograph to be used in The Ark Social Media Campaigns.

I acknowledge that ownership of such material is retained by the school.

Parent/Guardian Name: _____

Signature: _____

Date: _____