



KAY-DEE EDUCARE CENTRE CC

(Registration No. 1996/008545/23)

Registered Business Address: Hillpark Lane, Mowbray, 7700

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PROSPECTUS












BRIEF HISTORY



The Educare Centre was initially founded in 1960. Odette Leach took over the ownership of Kay-Dee in December 1989 as the Owner/Principal. Odette has always strived to do her best and runs Kay-Dee Educare on a level that ensures that our children will always learn and grow to their fullest potential before starting formal schooling.



-  Fund raising events are held during the course of the year to help cover the high costs of upgrading indoor and outdoor equipment, maintenance of equipment and basic classroom and Educare Centre requirements.
-  All our staff undergo assessments prior to employment, to ascertain whether they will be capable of doing their job well, to assess their knowledge, and to ensure that they can work together with others or parents as a team.
-  Included in our fees structure, Odette has combined certain extra mural activities which will benefit the children in their Gross and Fine motor skills.
-  We do merit rating whereby our parents must complete certain forms to assist us with their feedback on how they view our school in general.
-  Our teachers and assistants go on seminars, attend lectures and certain courses during the year to broaden their knowledge and to keep up with all the new trends of teaching.
-  All our teachers are qualified/experienced.
-  We hold in-house training courses for our teaching staff to further their knowledge with each age group from babies to Grade R / Special Needs / Aftercare.
-  We cater for 'Special Needs' and Aftercare 'Special Needs children. Our future intentions are to provide separate classrooms for these children whereby they will receive Occupational Therapy, Speech Therapy and Physiotherapy if required.
-  Our future goals are to include in our curriculum Grades 1, 2 & 3

WELCOME TO KAY-DEE EDUCARE CENTRE!

We accept all children from 3 months to 7 years and Afterschool care to 12 years. We offer a safe environment with caring staff members and quality education throughout the day from Monday to Friday. Your child receives relevant and advanced education from our qualified teachers. We are open all year round and only close for three to four (3 - 4) weeks over December/January periods and on public holidays.



REGISTRATION/CONTRACT FORMS

Registration forms are available for full-day, half-day, casual, part-time and afterschool care children. These can be downloaded from our website.

Once the Registration form is completed, all required documentation and information requested are to accompany this form, together with our Kay-Dee Medical form, (obtainable from our Website or office).

Our final Contract which is obtainable from our office only, will be handed to you on receipt of the above to finalise your child's Registration.

AFTERSCHOOL CARE FACILITIES



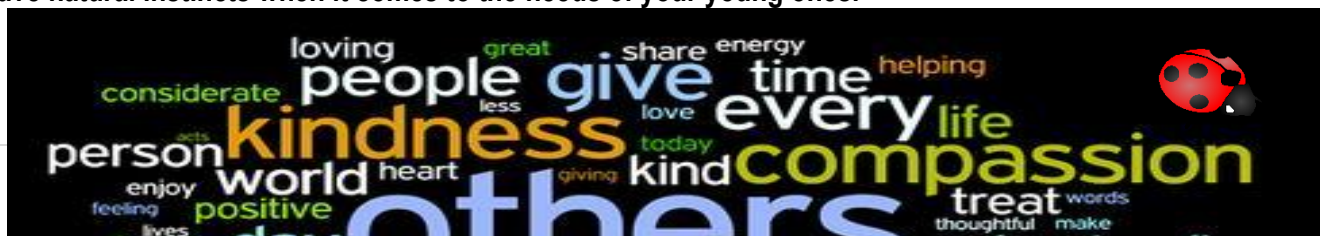
We offer a holiday programme during school holidays and private school transport whereby we pick up from schools in the surrounding areas, including Vista Nova, and drop off at Kay-Dee Educare Centre.



Our **FIRST** priority is to ensure that your child feels safe, happy and secure.

Not only do we introduce your child to all our diverse and educational activities, but apart from our daily programs and activities based on theme work and the CAPS curriculum, we also offer a wide range of extramural activities.

Kay-Dee Educare Centre not only stimulates your child's mind, but also nurtures them socially and emotionally. Our teachers are compassionate, responsible individuals with integrity, who love children and have natural instincts when it comes to the needs of your young ones.



I may make mistakes
sometimes but I
CHOOSE to learn
from them.



Daily Positive Affirmation
*I'm always
growing
and
learning.*
WWW.POSTIVEMOTIVATION.NET

We aim to provide our children with opportunities to develop life skills such as:

-  A positive self-image
-  Communication skills
-  Creative skills
-  Emotional skills
-  Gross and fine motor skills
-  Perceptual skills
-  Problem-solving skills
-  Social skills
-  Thinking skills

Daily Affirmation
**I strive to
improve
myself.**

**I believe in
myself
and my
abilities.**



**I can BEE
HUMBLE**

by showing respect to
others and putting their
interests before mine.

We aim to encourage the development of important attitudes and values such as:

-  Gratitude
-  Helpfulness
-  Honesty
-  Independence
-  Love
-  Loyalty
-  Respect
-  Responsibility
-  Tolerance
-  Trust
-  Adaptability
-  Appreciation
-  Sharing



**I can BEE
COOPERATIVE**

by showing I am willing
to do what is asked
or required of me.



**I can BEE
GENTLE**

by showing consideration
and personal concern
for others.



Sharing is Caring



**I can BEE
CARING**

by showing concern
and helping others.



WE AIM TO HELP THE WORKING PARENT/GUARDIAN

All children conceived should be well-loved and cared for.



Many Parents/Guardians feel guilty when they pursue a career but there is no evidence that a working Parent/Guardian does an injustice to their child by working, as long as the child has quality and loving care in a secure and safe environment.

It is far better to place your child in an Educare environment whereby they can learn and grow TOGETHER with other children, instead of in the home environment. In this way, children learn structure, potty training, (which is easier to teach as they watch their peers), sharing, rules and regulations, are introduced to a wide range of learning materials, outings, themes, extra mural activities, and a curriculum that will help your child to learn and grow to his/her full potential. It also enables him/her to be school ready and more independent.

CHILD SAFETY



- How safe is your child at home with a carer / domestic worker, when your child is not yet able to communicate with parents about how their day has been and what all transpired?
- Are you aware of what takes place with your child during the day when you are at work?
- Is your child being well nourished with wholesome cooked meals?
- Is your child being stimulated in the correct manner to enable the brain to fully develop intellectually and all their milestones be achieved?
- Is your carer / domestic worker punctual or often absent thereby requiring you to take time off work to look for alternative arrangements?
- Is your nanny cleaning your house whilst your child is being left unattended?
- Is your baby carried on your nanny's back all day while she does the housework?
- Babies also need a lot of stimulation via activities involving their five senses



The above are just a few of the areas that you need to take into consideration.

A child's brain development in the first 6 years of life is vitally important and it is the parent's responsibility to ensure that this development is encouraged correctly as there are many do's and don'ts regarding parenting.

SCHOOL HOURS – ARRIVAL AND DEPARTURES

- Our doors are open from 07H00 until 18H00 Monday to Friday.



BIRTHDAYS are important milestones that receive special attention from teachers and staff. Children may bring cakes, sweets, and refreshments to school for a party with their classmates, provided that prior Parent/Guardian & teacher arrangements have been made.



Kay-Dee hires out their premises for parties over weekends.

We also hire out our jumping castle.

For enquiries and bookings contact the Principal, Odette Leach



REPORTS

Child assessments are done continuously with reports provided termly.



FEES

Fees are strictly payable in advance prior to your child's first day of attendance and thereafter no later than the 1st day of each month via cash, (or on the chosen date in contract), stop order or EFT. Please note that all payment arrangements must be discussed with the Principal and made in writing. Please remember to provide your child's name and surname as reference when making payment via stop order or EFT.



Enrolment Fee (NON REFUNDABLE)

This is payable on the day of registration to enable you to complete your Admission Contract

Please feel free to enquire at the office if you require any further assistance.

Yours in Education

Odette L

Owner/Principal