



23 September 2016

Dear Parents

AFTERNOON AND AFTERCARE ARRANGEMENTS FOR BOYS IN THE FOUNDATION PHASE: FOURTH TERM 2016

AFTERCARE CHARGES

Please note that any attendance in the Clifton Aftercare Facility after 13h00 will incur a fee as per the aftercare charges. In order for the Aftercare facility to operate effectively, it **cannot be treated as either a drop-off or collection point for boys who are not enrolled in Aftercare** and parents cannot expect the people who are coordinating the Aftercare facility to take responsibility for boys who are not paying for the care services. We ask that parents respect our need to provide an orderly, fun-filled and safe environment at our Aftercare.

COLLECTION TIMES

Boys in Grade R are collected from Grade R at 12h30.

Boys in Grade 1 finish school at 12h45. Those who are **not** participating in club activities are escorted to the pick-up area at the Lambert Road gate and should be collected by 13h00. Boys who are not collected by this time will be taken to the Aftercare facility and a charge for this will be levied. We realize that there are times when it might be impossible for you to meet the 13h00 deadline and we are sympathetic to this but the safety of the boys requires that we supervise them accordingly.

Boys in Grades 2 and 3 are collected from the Lambert Road gate at 14h00. Boys who are not collected by 14h15 will be escorted to the Aftercare facility and the arrangements for boys in Grade 1 will apply.

Collection times for boys engaged in Club activities appear below.

CLUB ACTIVITIES

Our club periods run from 13h00 to 14h00 and 14h00 to 15h00. Boys may attend a club activity on each afternoon from Monday to Thursday and a programme of activities on offer is attached to this letter. Boys enrol for the activity for the term and are expected to attend. If they are unable to do so, parents need to send a note to the teacher in charge of the activity informing her of this. **Please discuss the activities with your son and ensure that he wants to participate. If he is enrolled, he will be required to attend.** Please note that clubs start on the first day back at school and only boys who have enrolled for the club will be able to participate. Clubs end at 15h00 and supervised homework for Aftercare boys starts thereafter.

Executive Headmaster: Brian Mitchell BA (Hons), BEd (UCT), MBA (Leicester)

College Principal: Hubert Goedeke BA (Hons), HDE (UKZN, Pietermaritzburg)

Preparatory School Principal: Victor White BA (Unisa), HDE (JCE)

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FOR BOYS IN GRADE R

Boys attending Clubs in the afternoon will have a break period in the Grade R that will be managed by our staff and will run from 12h30 to 13h00. Thereafter they will go to their club activities and may either be collected from the Lambert Road gate or go to Aftercare, where a charge will be levied for the period spent there. Boys who attend Aftercare on a regular basis will be charged accordingly but will be charged at a half-day rate and so will not be charged for the period spent at the club activity.

FOR BOYS IN GRADE 1

Boys attending club activities in the afternoon will have a break period on the field which will be supervised by our staff. At 13h00 they will be escorted to their club activities and should be collected from the Lambert Road gate at 14h00. Those boys who attend Superskills or extra lessons will proceed to their activities. Boys who are not collected by 14h15 will be escorted to Aftercare and a charge will be levied for the period spent there. Boys who attend Aftercare on a regular basis will be charged accordingly but will be charged at a half-day rate and so will not be charged for the period spent at the club activity.

FOR BOYS IN GRADES 2 AND 3

Boys attending the 14h00 club will go directly to the club at the end of their school day and should be collected from the Lambert Road gate at 15h00. Boys who are not collected within 15 minutes of the end of the activity will be escorted to the Aftercare facility and a charge will be levied for the period spent there. Boys who attend aftercare on a regular basis will be charged accordingly but will be charged at a half-day rate and so will not be charged for the period spent at the club activity.

Please read and fill in the reply slip in conjunction with the co-curricular timetable where the times for each club are specified and email back to Delia Watson (dwatson@cliftonschoo.co.za) or return to your son's class teacher as a hard copy by **Wednesday 5 October 2016**.

Yours faithfully



LESLEY YOUNG
DIRECTOR: FOUNDATION PHASE



VICTOR WHITE
PREPARATORY SCHOOL PRINCIPAL