



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

26 Nov 2020

Dear Parent,

We cannot believe that it is already the end of another year. This year has been something that nobody could have predicted, the effects of COVID-19 has truly had an impact on us all and we are profoundly grateful for all the support you have shown towards the school and the teachers. We look forward to next year when things will be returning to normal as well as to the exciting new learning programs, we have planned for the students including some new technology that will be added to the classrooms.

There are a few important details we still need to cover below before this festive season starts.

CLOSING AND OPENING DATES – PRIMARY SCHOOL

Grade 1 & 2 Class will close on the **11th of December 2020 at 10:00** and will open again on the **11th of January 2021** along with the Grade 3 Class.

Grade R Class will close on the **18th of December 2020 at 11:00** and will open again on the **5th of January 2021**.

Grade R – 2 Class will be allowed to stay at home from the 4th of December 2020. There will however be supervision should they attend school until the above dates.

BRING ALONG LIST – 2021

We have supplied all our parents with the Bring Along List in the Re-Registration Forms for next year, a copy will be emailed to the account holder as well. Kindly make sure that all these items are ready for when the children return in January.

UNIFORMS GRADE 1 – 3 CIVVIES GRADE R

All parents who have ordered uniforms for next year will receive theirs by December. Parents are also welcomed to place their orders online at <https://www.educato.co.za/online-store>

Orders Placed during the Festive Season will be ready for pick-up in January before school commences.

Grade R students will be wearing civvies still. If you do however want to order items for a Grade R student you are welcome to do so, please inform us if we should continue with an order you already placed.

REPORT CARDS GRADE R – 2

The Term 4 Report Cards will be available for collection at the office on the 11th of December 2020 Between 09:00 – 10:00

ACCOUNTS AND STATEMENTS

All parents will receive their statements for December 2020 this week. We kindly remind all parents that the full tuition fee for December month is payable as indicated in your contract even if the child might not be attending for the month. **(Please note there is no charge for Aftercare in December)**

We also kindly ask that if your account is due on the 2nd of December that you will please settle it on time including any outstanding tuition fees, this will be applicable for parents paying on the 15th of December as well.

A friendly reminder that since all accounts are due in advance, you will receive your statement for January 2021 end of December and that your tuition fees for January will be due on the 2nd or 15th of January 2021.

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 **EDU** 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.

NEW GRADE R STUDENTS – EDUCATO

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@educato.co.za) if your child will not be using transport for the month of December so that we can remove it from your statement.

Also remember that if you want your child to use transport next year Jan/Feb that it must be marked on your re-registration form as we need to plan transport routes accordingly.

RE-REGISTRATION FORMS

We want to thank all parents who returned their re-registration forms that were due on the 3rd of Nov 2020.

All parents who did not return their forms will be notified via SMS that we did not receive it.

Please remember that if you have not paid your Re-Reg Fee for 2021 that it must be settled with your account for December for us to reserve your child's space.

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@educato.co.za please note you will only receive a reply within 3 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 EDUCATO TEAM