

## NEWSLETTER 2 - 28 JANUARY 2019

School Newsletters are also available on the School's webpage at [www.stmartinspreprimary.co.za](http://www.stmartinspreprimary.co.za)

Dear Parents

A few important  
Housekeeping Matters ....

### ARRIVAL AND DEPARTURE TIMES

The School Gate opens at  
7.30 a.m. and closes at  
8.00 a.m. SHARP in the mornings. Children should  
arrive during this period and NOT be late.



Please remember:  
Children should walk into  
and out of School on their  
own, carrying their own  
school bags. Children and  
siblings are not permitted  
to play on the climbing  
equipment or at the

touch/sensopathic trays at arrival and departure  
times.

Permission is required from the Principal for early  
arrivals, i.e. only for the children of parents who  
BOTH work. The Teacher-on-duty will arrive at  
7.00a.m. NO-ONE WILL BE ADMITTED INTO THE  
SCHOOL BETWEEN 7.25a.m. - 7.30a.m. (this is when  
the Early Birds are taken to their Homes Bases).

Home Time for the younger classes is 12.15 p.m.  
The Grade R classes are dismissed at 12.30 p.m.

### SCHOOL GATE

In the interests of your  
child's safety, please always  
**firmly close** both the  
Church and School Gates  
behind you, *even if someone  
is following you or in sight.*



### LIFT CLUBS/PLAY ARRANGEMENTS

It is absolutely essential that the School be notified  
of any collection arrangements. If your child is going  
home directly with a friend, let us know via the  
Notebook (or telephonically in an emergency). Your  
child will not be allowed to leave the School  
otherwise.

**Please do not email lift arrangements; the  
messages are not accessed on an on-going basis.**

Please could you inform us, in writing, of permanent  
lift club details. This "permission" information will be  
kept on file.



Please note, if you are in a  
lift club, it is the parent's  
responsibility to inform the  
"lifting Mum" if your child  
is not going to be at School  
for any reason.

### CAR GUARD

The School employs a car guard on the occasions of  
School and Parents' Association Committee  
functions. Parents are requested to make a  
contribution in the "Collection Boxes" provided.  
Please do not tip the car guard directly.

### NOTEBOOKS

If you write us a note, send in fees or whatever,  
simply lift the green flap out of the Notebook. (The  
flap is glued into place.)

We will do the same. We will then both see, at a  
glance, if the Notebook needs attention.

Please sign to acknowledge that you have got  
correspondence. (An elastic band is used to keep  
papers in the Notebook; please always keep it there!)

Please note, receipts for cash payments are to be  
found all together at the back of the Notebook.  
Other payments are reflected on the Fee Statement.



We are happy to put Birthday Party invitations into the Notebooks on **WEDNESDAYS** but regret that we are unable to distribute thank you letters.

**LIBRARY AND ART BAGS**

The children bring home either a book or puzzle weekly, to enjoy at home.

The Library Bag + "contents" should be returned to School on a **TUESDAY**, along with the empty Art Bag.

Library Day is **WEDNESDAY**.

Your child will bring home artwork on a **THURSDAY**, in the special Art Bag.



**SNACK**

We have junk-food-free lunch boxes! Please do not send juice, Danone yoghurt with "sprinkles", Yogi-sip sachets, muffins, sweet cereals, crunchies, health bars, chips, popcorn, sweets,

cakes or sweet biscuits in your child's lunch box.

Also, to help your child, do not "wrap" food, neither fruit nor sandwiches, simply put it into the lunch box compartments. **Please do not send too much food, this is merely a mid-morning snack.** Water is served to accompany food.

**CLOTHING AND SHOES**

**PLEASE** ensure that your child is dressed in self-help clothing, suitable for creative work, i.e. **NOT** special or new outfits!

He/she should be able to dress himself/herself from top to toe.

In particular, children **MUST** be able to put on and take off their own shoes.



**LACE-UP SHOES, PLATFORM SOLES, "HEELIES" AND SLIP-ONS/SLIP-SLOPS WITHOUT BACKS ARE NOT PERMITTED.**

Gumboots are only allowed on rainy days.



Also, children's hair should be neat and tidy. Particularly, boys' haircuts should be of an appropriate length.

**SECURITY LISTS**

Please complete and return your Security Form **ASAP**, if you have not already done so.

**MY SCHOOL**

Help us by signing up for a My School Card. The School gets a percentage of whatever you spend at identified stores, including Woolworths. Speak to Dee Visser in the Office, if you need to get one.



*These "rules and regs" are promoted in the interests of the efficient running of the School and in order to enhance your child's self-management, independence, growth and development. Please respect and keep to them.*

**OTHER MATTERS**

Please speak to the Office if you have a bakkie that you can use to pick up wood offcuts for the Woodwork Bench.

Until next time.

*Barbie*

**B J DANIEL**  
Principal