

## 2026 ACCADEMIC YEAR

Belle Horizon Nursery School  
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### PLEASE KEEP THIS DOCUMENT FOR FUTURE REFERENCE

Dear Parents/Guardians

Belle Horizon provides a wonderful environment where every child can learn and grow. We are not only focused on education but also on life skills, good manners, caring for and bonding with each other as well as building confident and empowered children. It is a place where our kids will fall, learn to stand up, dust themselves up and keep moving. There will be lots of crying and laughter, beautiful first memories will be made and lots of dancing and singing will be done.

We would like to welcome you to the place of **HAPPY ACHIEVERS FOR TOMORROW'S GREATNESS**

### FACILITIES

We offer very relaxed classrooms with games, toys, and books for the development of the child.

Our play area is an obstacle course which is good for the development and enhancement of strength and balance of our kids because it is a full body workout thus making them strong from a very young age and lowering the risk of obesity and diabetes. We also have a sand pit where they can develop social skills, fine motor skills, and hand-eye coordination as well as learn about textures. There is also a pirate ship where the kids can role play thus building their creativity and helping with problem solving. We have vegetable and herb gardens where the children will learn to plant, take care of, and identify various vegetables and herbs.

### SECURITY

We have a school entrance gate which can only be accessed by the parents/ guardian/teachers as well as a constant security guard at the main entrance.

We also have a security company linked to us and patrols around at all times.

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## VALUES

Belle Horizon is a pre-school that teaches children good moral principles, respect and accepting people of all cultural and religious groups.

## PARENT INVOLVEMENT

Childhood is such a short time in one's life, although it can be busy, it's a special time of creating first memories. Let's do that together. We would like to encourage you to take part in all the family outings, birthday rings and fun days.

We have an open-door policy so that parents will feel free to discuss any concerns or ideas with us. We encourage you to communicate with your class teacher.

Each child will be given a message book for communication, letters, certificates, stars etc., this book is to go home every time there is something to be communicated, signed and sent back to school.

## APPOINTMENTS

Please feel free to make an appointment with our principal. You can contact the school, and an appointment will be arranged for you at an appropriate time.

## REPORTS AND ASSESSMENTS

During the year we do daily assessments and observation notes are kept on each child. You will receive feedback from time to time followed by parent interviews in June. During these interviews we will be able to discuss your child's progress in more detail. You will also receive a December report.

## SCHOOL HOURS

Our hours are from 07h00 - 14h00 (for Half Day) and 06h30 - 17h30 (for Full Day)

There is a 15-minute grace period to pick up your child after school, thereafter you will be charged a rate of R50 for every 15 minutes additional delay.

Aftercare hours are from 14h30 - 17h30

## SNACK TIME AND LUNCH TIME

We will provide 3 meals a day: Breakfast, Lunch and 1 Snack. Please ensure that you park whatever additional snacks or meals you want to have for your child - especially for the aftercare kids. Here are some great ideas for you - cheese, biltong, fruit - fresh or dried, cold chicken, provitas, mini wraps, meatballs, sandwiches, yogurt etc. You are welcome to pack juice in a plastic bottle. Water bottles are a must because the kids play a lot, and they need water throughout the day. These bottles are to be taken home each day for cleaning.

## PLEASE MARK CLOTHES, LUNCHBOXES AND WATER BOTTLES WITH YOUR CHILD'S NAME.

### What to pack for Nursery School?

- Please send a clearly marked school bag for your child.
- A drinking bottle with fresh water.
- A jersey.

- 3x change of clothes – even if your child is potty trained – we do lots of water and messy play.
- A sun hat.
- Potty training - 3-4 changes of clothes, wet wipes, nappies, and nappy sacks.
- Lunch boxes for snacks.
- A blanket.
- A pillow and pillowcase.
- Immunization records and copy of birth certificate.
- A box of tissues once a year.

## SCHOOL TERMS AND HOLIDAYS

We follow the private school terms. The school will be closed on all public holidays. Holiday Cub will be offered at the price of **R250** per child (Belle Horizon learner), and **R350** per child (Non-Belle Horizon learner), for both full day and half day.

However, the school will be closed for three consecutive weeks during December holidays.

Holiday Club will run through the holidays from 06h00-17h30, except for December. Holiday Club closes on 15 December.

## SICKNESS AT SCHOOL

If a child complains of not feeling well or has a temperature, parents will be contacted immediately. The parents will then have to fetch the child from school as soon as possible from our quarantine room.

## MEDICATION POLICY

**Emergency medication dispensed at school must be kept in the original pharmacy bottle. These medications must be accompanied by a medication permission form which has been signed by the parent/guardian.**

**Medications for students must be brought to the school by a parent or guardian. Medications will be dispensed by the TEACHER or PRINCIPAL or his/her designee only when necessary, in accordance with the school policy, and will not be dispensed after regular school hours.**

## DISCIPLINE PROCEDURE

At Belle Horizon Pre-School we believe in positive reinforcement and although firm boundaries are put in place within the classroom and playground, we try to teach children that there are always consequences for your actions.

A star chart system is used in the classrooms, once your child 'earns' a certain number of stars they may earn a reward.

***\*Star chart may vary from teacher to teacher.***

We use the time out method where a child is removed from the situation and put on a time out mat/ chair for a short period of time. The teacher and child will chat about the incident and then apologies are given. After a big hug the child will rejoin the activities.

We will inform the parents via the communication book if behavior does not improve.

## IMMUNIZATIONS

Please make sure that your child's immunizations are all up to date. We need a copy of their immunization cards for your enrollment file.

## EXTRA-MURALS

During the year we will have extra-mural ideas and depending on the response we will then add these to our list.

## BIRTHDAYS

A time to celebrate!

Please chat to your teacher for a date for the Birthday ring which lasts approximately half an hour. This is such a special time, so you can come and celebrate with your child. You are welcome to bring a cupcake for the children to the class. We understand that it is difficult to invite all the children in your child's class to your child's party, with this in mind please hand in invitations to class teacher so that she can discreetly pop them into the relevant child's message book.

## THEME ORIENTATED ACTIVITIES

We will have a variety of activities happening around our themes e.g. puppet shows, bird and animal show etc.

We will inform you of the dates of these exciting events.

## Notice Period for Termination of Attendance

As a private school we do require terms notice for the termination of your contract. Kindly take note: a cancellation penalty fee will be charged for this event.

We will be happy to discuss any issues you may have.

## PLEASE READ CAREFULLY – School / Aftercare / Registration 2026

Belle Horizon **Pre-School is not an assisted learning or remedial school.**

There is a **R1500.00 non-refundable** once off registration/admin fee per child to secure your child's place at either of Belle Horizon Nursery School's campuses.

- Fees are payable monthly over 12 months..
- Make a request with our offices, to get approval to pay over **10 or 11 months** instead.
- *Pay the full year's fees by the end of January and receive a 10% discount. [Click here to see our full fee's structure](#)*

## **THIS 12-MONTH PAYMENT PLAN INCLUDES THE FOLLOWING:**

1. French Lessons
2. Communication file/book
3. Two educational shows per year
4. Grandparents' tea, show and gifts

5. Mother's Day gifts
7. Father's Day gifts
8. Library bags
9. Festival of lights

### **ADDITIONAL COSTS PER YEAR**

1. **Each child will host Bakerman Days where, they will bake any pastry, bring to school, and sell to the other kids for R5 each and the proceeds will be used to make class projects. This is to teach them some entrepreneurial skills.**

### **BELLE HORIZON NURSERY SCHOOL FEES 2026**

Registration: R1500 once off (non-refundable)

Full day – R2750 – full day: 6h30-7h30

Half day – R2450 – half day: 7h00-14h00

Holiday Club (per child)

Belle Horizon kids: R250

Other kids: R350

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### **OUR BANKING DETAILS:**

**Bank Name:** Capitec Business

**Account Name:** Belle Horizon Pty Ltd

**Account Number:** 1051321492

**Account Type:** Current Account

**Branch Name:** Sandton

**Branch Code:** 450105

**SWIFT Address:** CABLZAJJ

**Entity Registration/ID Number:** 2022/714088/07