



Welcome to Kiddies Academy! This prospectus will tell you all about us.

1. Our Aim

At Kiddies Academy we strive to create a warm and stimulating environment where learning is fun. We engage in activities that promote and extend children's curiosity and awareness of their world.

Our primary focus is learning through play and exploration. We encourage children to grow in confidence, self-esteem and independence. We treat each child as an individual who has needs that should be met in an atmosphere that celebrates diversity.

2. General Information

We have a teacher- student ratio of 1:4 which ensures personal attention to all children.

Our Programs:

- 18 months- 3 years (Toddlers)
- 3 years- 4 years (Early Preschool)
- 4 years - 5 years (Preschool)
- Special Needs/Therapy (Up to 8years)

Hours/Attendance:

We operate a three-term school and are open from 07:00am and close at 17:30pm (Monday - Friday; January - December). We are closed on weekends, school holidays and public holidays.

- Arrival Times: 07h00- 08h00
- School Hours: Half Day: 08h00 - 12h30
Full Day: 08h00 - 17h30
- Departure Times: Half Day: 12h30- 13h30
Full Day: 16h30 - 17h30

All children to be at school by 08:00am. Please notify the office if you are running late.

**Contact us today on 73329024-enquiries@kiddiesacademy.co.bw
Visit our website www.kiddiesacademy.co.bw**

There is an option for 3 days per week or 5 days per week for Toddlers Class only. Early Preschool, Preschool and Special Needs students are expected to attend school 5 days per week.

Meals:

Lunch is offered to full day students only. All snacks are to be provided by parents.

Clothing:

Children should wear comfortable clothing which they can manage by themselves. All clothing must be clearly named so your child and staff can recognise them.

Record Keeping and Reporting to Parents:

Your child's teacher will share information with you regularly and will meet with you during the first month for a 'settling-in review'. In addition you will be invited to meet with your child's teacher at the school once a term for a more formal review of your child's progress.

Equal Opportunities:

We welcome all children and their families regardless of ethnicity, culture or religion or gender.

Admission:

A child's place is confirmed upon receipt of a completed Registration Form and Enrolment Fee of **P1,000**. Fees are due monthly, termly or annually in advance. A full term's notice or fees in lieu will be payable if a child is not continuing with the school.

3. Our Curriculum

Each Teacher will teach and support your child through observations, assessments and planning to ensure that the activities are suited to your child's unique needs and interests.

How your child will learn and develop:

Toddlers

Sensory and tactile skills, Gross motor skills, Communication and language development, Personal, social and emotional development, Building blocks or playing with shapes and puzzles.

Early Preschool

Lessons are structured to include Language, Reading, Writing, Dialogue, Numeracy and Life Skills. Our students learn by engaging with these concepts through fun, hands-on activities and play.

Preschool

The teachers support each child through focus led learning and help build skills that prepare them for primary school such as Numeracy, Pre-Reading, Social & creative skills, Thinking and intellectual development, Computer + ICT skills and Phonics.

Special Needs/ Therapy Program

Each child will be assessed and after a team meeting with parents, teachers and therapists, an Individual Educational Plan will be drawn up according to the child's needs.

Teachers and Staff are highly skilled and trained in behavioural intervention on:

- ✓ Differential diagnoses of autism and related disorders
- ✓ Working with children with autism and related disorders
- ✓ Behavioural intervention and verbal behaviour teaching methods

Speech, Occupational, Behavioural services are provided on site as an optional extra at the parents' expense.

4. Extramural Activities

Our extra-curricular activities are conducted on a daily basis by in-house and outsourced professionals. These are all inclusive in the school fees. We offer:

- Gymnastics
- Music & Dance
- Bible Club (optional)
- Setswana (optional)
- Cooking
- Swimming (P600 per term)

5. Staff

Our teaching staff and caregivers are all skilled professionals that love children and boast a wealth of experience in Early Childhood Education. We have staff that is also qualified to work with children with special needs.

6. Health & Safety

We know that education, development and socialization are important, but your child's safety is what matters most. Some of the safety protocols we have implemented in your child's day are included below.

- Enhanced cleaning of materials, toys and classroom supplies.
- Increased hand washing.
- Limited classroom access.

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7. Fees

Once off Enrolment Fee	P1,000 non-refundable on enrolment
Resource Pack	P600 per term (includes stationery & learning material)
Toddler Program (18mths-3yrs)	3 days a week (Mondays, Wednesdays & Fridays): Half Day - P5,200 per term Full Day- P5,900 per term 5 days a week (Monday- Friday): Half Day- P6,000 per term Full Day- P6,700 per term
Early Preschool & Preschool Programs (3-5 yrs)	5 days a week (Monday - Friday): Half Day- P6,500 per term Full Day- P7,400 per term
Special Needs/Therapy Program (up to 8 yrs)	5 days a week (Monday - Friday): Half Day- P7,700 per term Full Day- P8,600 per term

**Fees include: Half Day Students- All Activities (except swimming)
Full Day Students- Lunch & All Activities (except swimming)*

The fees are payable monthly (over 3 months), termly or annually in advance. Fees must still be paid if children are absent for a short period of time including holiday and illness. If your child has to be absent over a long period of time, talk to our School Head.

8. Account Details

Account Name: Kiddies Academy

Account Number: 62098181755

Branch: Riverwalk

Branch Code: 285267

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