

 KH

KIDDIES HEAVEN HERLEAR

 KH

2026

Thank you for choosing KiDDieS HeAVeN as your child's second home.

It is here where he or she will have the opportunity to become accustomed to certain skills which can only be acquired in a group situation. These skills combined with other types of disciplines are learnt and cannot take place if he/she remains at home.

Your most precious possession becomes part of our daily lives and we know how very important your child's development is to you. Therefore it is our aim at KiDDieS HeAVeN to give that homely surrounding to your child and also stimulate him/her with great love and attention. Here they will learn together with friends, play together and understand each other.

Please fill in the attached forms and return **only** pages 1 to 4 . Please note this contract needs only to be filled when enrolling for the first time thereafter a re-registration form will be issued in October in order for you to confirm your place for the following year and to inform you of fees increases.

Please remember your child's birth certificate and clinic card as required by the Department. If nothing has changed and we have it, then it won't be necessary to copy one for the creche again. PLEASE MAKE A COPY OF THE CONTRACT.

Thank you for your loyal support.

KiDDieS HeAVeN GREETINGS

Bianca-0616168577

khherlear@gmail.com

Details of Child

Date of Enrolment: _____	Admittance Date: _____
Names of child : _____	Surname of child : _____
Name used : _____	Birth date: _____
Allergies : _____	Home language : _____

Details of Parents/Guardian

Married ☐ Divorced ☐ Seperated ☐ Single ☐

Mother Father

Name :	_____	_____
Surname	_____	_____
Contact no's:	_____	_____
Email adress :	_____	_____
Occupation :	_____	_____
Address:	_____	Address: _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Which email adress must the account be sent to : _____

In case of emergency

<u>Name</u>	<u>Contact no:</u>
Contact person 1: _____	_____
Contact person 2: _____	_____
Doctor : _____	_____
Medical Aid Name : _____	Medical Aid No : _____

Who will fetch your child ? _____

Signature of Mother

Signature of Father

Kiddies Heaven Herlear Aftercare Medical Report

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PARTICULARS OF CHILD

Name:

Age:

Innoculations all up to date?

YES

NO

Copy of immunisation card attached

YES

NO

Child's ailments:

Operations if any:

Allergies (includes medicine, food, animals):

Medications to be used regularly:

Name and number of General Practitioner:

Pregnancy was: (please supply particulars if NO)

*normal

YES

NO

*full term

YES

NO

*normal bith

YES

NO

*caesarean

YES

NO

*complications

YES

NO

What?

EMOTIONAL PROBLEMS

Wets bed

Chews nails

Constant nightmares

Uncontrolled fits of rage

Abnormal shyness

Irrational fears

(eg. Thunder, fear of seperation, fear of the dark etc.)

GENERAL

Poor vision/squint

Deafness/ Hard of hearing/ Ear problems/ Grommets:

Chronic infection (ears/tonsils/other):

Chronic colds/ bronchitis/ asthma

Speech problems:

Anaemia:

DATE

SIGNATURE OF PARENTS/GUARDIAN

**Kiddies Heaven Herlear Aftercare
Indemnity Form**

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Hereby we the undersigned (first name(s) and surname)

Father: _____ Mother: _____

Address: _____

As parent(s) of _____
{first name(s) and surname of child}

do not hold KIDDIES HEAVEN staff and owners, in any way whatsoever responsible for any incidences, injury or accidents of any nature in any circumstances that may arise where the abovementioned child might be involved while under the care of the staff at the premises of KIDDIES HEAVEN or any other venue.

I have read and accept the policies and procedures of KIDDIES HEAVEN .
The details specified are correct and we accept responsibility for any errors or omissions and agree that:

The monthly fee is payable strictly in advance and is subject to adjustment (normally in January) by means of notification at least one month in advance. No refund will be made with regard to periods when your child is not in KIDDIES HEAVEN's care due to illness or during periods when the child is away on holiday or in case of an unforeseen natural disaster or any other unforeseen situation beyond our control, fees are fully payable.

Note that a fine of R100 may be added to your account if payments are received after the 3rd day of the month. A R150 fine will be added for fees received after the 7th of a month (unless arrangements have been made).

Please note that unless arrangements are made with us your contract will be automatically terminated should your account be in arrears for more than 30 days. Your child's place will be allocated to the first person on our waiting list.

We may only terminate the agreement with a written notification and acknowledgement one calendar month prior to the date of termination, including the fees of the intended month, and in addition, the amount outstanding.

Please note that November is excluded as a notice month.

Signature of FATHER

Signature of MOTHER

Witness: _____

Address: _____

Code: _____

Witness: _____

Address: _____

Code: _____

Kiddies Heaven Herlear Aftercare

Terms and conditions

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I kindly request you to read through the following terms and conditions that apply to KiDDieS HeAVeN Aftercare carefully, as it is essential that you comply to all to ensure that daily routines and standards are maintained.

Monthly fees for 2026

(PLEASE CIRCLE REQUIRED OPTION)

Grade 1 to 7 - **2026** = R1400pm over 12 months or R1530 over 11 Months

Grade RR and R - **2026** = R1300pm over 12 months or R1420 over 11 Months

Bank details :	Bank :	ABSA Bank
	Account name:	KIDDIES HEAVEN HERLEAR
	Branch code:	632005
	Account no :	4114757036
	Reference :	use childs name

Note that a fine of R100 may be added to your account if payments are received after the 3rd day of the month. A R150 fine will be added for fees received after the 7th of a month (unless other arrangement have been made).

Children may not attend school unless FULL payment and all late fees have been paid up to date.

Clients will also be held responsible for all court, lawyer and collection agency fees involved in the collection of outstanding payments.

Additional costs :

Registration fee: R200 per child/ R250 per family (to be sent with this contract)
Re-registration fee: R100 per child/ R150 per family (to be sent with re-registration form)
Transport for outlying schools (excluding Herlear Primary) R200 per child per month.
Penalty for the late collection of children - R50 (after 17:15)
Fine: R100 late payment of school fee after 3rd and R150 if paid after 7th.

Notice of termination

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KiDDieS HeAVeN Herlear AfTeRCARe

WE CATER FOR THE FOLLOWING :

1. A balanced lunch, juice, sandwich and fruit every day.
2. Fetch your child at school and take him/her to the AC Centre.
3. Homework under supervision and with help of a staff member.
4. Kids play in a child friendly environment under supervision.
5. Kids will be escorted to sport activities at school at NO extra costs.
6. Our objective with the AC Centre is to give your child the necessary care, attention and stimulation he/she would have enjoyed at home.
7. Your child's safety is first on our agenda therefore the property consists of very good security and strict control of your child's whereabouts.
8. Staff has training in First Aid.
9. Staff are friendly and experienced.

NB HOMEWORK STAYS THE PARENT'S RESPONSIBILITY AND MUST BE CHECKED DAILY.

The aftercare will be closed on the following days :

- ♣ All public holidays
- ♣ Will close on 11 December 2026 at 1pm and reopen Wednesday, 6 January 2027

WHAT ABOUT SCHOOL HOLIDAYS?

We will accommodate your child during holidays at no extra cost.

PLEASE MAKE A COPY OF THIS CONTRACT.

Kiddies Heaven

Menu / Spyskaart

Week 1

Monday / Maandag

Spagetti with mince and beetroot

Tuesday / Dinsdag

Hoender, rys en groente

Wednesday / Woensdag

Macaroni, kaas worsies kaassous en slaai

Thursday / Donderdag

Fishfingers and chips

Friday / Vrydag

"Hotdogs" met jellie en vla vir nagereg

Afternoon / Namiddag

Sandwiches , Fruit and Juice

Week 2

Monday / Maandag

Vliespasteitjie, kapokaartappels/aartappelslaai, boontjies

Tuesday / Dinsdag

Mince, rice and vegetables

Wednesday / Woensdag

Macaroni with tomato and cheese sauce, salad

Thursday / Donderdag

Viennas ,chips and baked beans

Friday / Vrydag

Vetkoek met maalvleis

Afternoon / Namiddag

Toebroodjie , Vrugte en Sap

Week 3

Monday / Maandag

Cottage pie with mixed veggies

Tuesday / Dinsdag

Hoender, rys en groente

Wednesday / Woensdag

Spagetti with mince and beetroot

Thursday / Donderdag

Boerewors with mash and sauce

Friday / Vrydag

Pizza (Ham en kaas) en vrugte

Afternoon / Namiddag

Sandwiches , Fruit and Juice

Week 4

Monday / Maandag

Chicken pasta

Tuesday / Dinsdag

Maalvlies, rys en groente

Wednesday / Woensdag

Baked macaroni with cheese sauce and salad

Thursday / Donderdag

Chicken Nuggets , mash and sweetcorn

Friday / Vrydag

Boerewors rolls

Afternoon / Namiddag

Toebroodjie , Vrugte en Sap

Protection of Personal Information Act (POPIA)

Introduction to POPIA.

As of the 1st July 2021, the Protection of Personal Information Act (POPIA) came into full effect. POPIA is designed and put into place to protect the personal information we hold of identifiable individuals. It is all about keeping the information confidential, making sure the integrity of the information is accurate and protected from ending up in the wrong hands.

What is **personal information**: Any combination of information, in the possession of, or likely to come into our possession that can be used to identify, contact or locate an individual. Personal information that an individual submits to us is used only for the purpose for which it was intended.

We at **KIDDIES HEAVEN** are committed to protecting your privacy and to only use the personal information that you have provided us with for the purposes intended, always keeping in mind to use it appropriately, properly, lawfully and transparently. Our employees are also obligated to respect the confidentiality of any personal information handled and processed by them.

We will endeavor to take all reasonable steps to keep secure any information which we hold about an individual and/or company, and to keep this information accurate and up to date.

Processing of Personal Information.

With this letter, you, our client gives consent and acknowledges that we are in possession of your personal information (as provided by you) and that we may process your personal information for the purpose specified and outlined. Should you want your personal information removed from our data base, please respond to this letter. If we don't receive any response from you we take it that you are satisfied with the personal information we have and give consent to us to use it for the purposes intended.

Your rights.

You have the right to request a copy of the personal information we have collected and hold about you. To do this, simply send an email to info@kiddiesheaven.co.za and ask us what you require. We will need a copy of your certified ID document to confirm your identity before sharing any personal information. Our appointed information officer will then contact you with regards to your request.

If you would like to update, correct or delete any of your personal details you can also let us know in the same manner via the email address mentioned above.

Signature of FATHER

DATE :

Signature of MOTHER

Kiddies Heaven Herlear Aftercare



COMPULSARY PER YEAR

- 1X 750ml Dettol
- 1x 500ml Liquid hand wash
- 1x Nivea Sunblock 200ml (20 med) PER FAMILY
- 1x Non-permanent marker - black - clearly marked
- 1x 'water bottle' clearly marked - also goes to school

TWICE x PER YEAR (January & July)

- 4x Paper towel rolls
- 4x Wet wipes
- 2x 200 tissues
- 8x Toilet rolls

**EACH CHILD MUST HAVE HIS/HER OWN
STATIONARY CLEARLY MARKED**