Welridge Academy

Information Brochure

2027

Pre-School

Toddler Class(1 year old)-Grade 00



Welridge Academy

From the day a child enters Welridge Academy, they embark on a path of discovery unlike that of any other school experience. Along this unique path, they learn to achieve their goals and find positive direction.

Our children are the future! We sincerely believe that it is our responsibility to equip our learners with learning and thinking skills to prepare them for their future. We believe that every child is valuable and has the potential to achieve success. At our school we aim to give our learners a well-rounded education, not only in the classroom, but also by building their self confidence and self-esteem.

Welridge Academy is a family - that is what makes us so special! It takes a team of skilled and dedicated people to achieve success in any situation. We are fortunate to have such an effective and committed team of staff members at our school.

We all deserve the right to achieve our full potential. A small change in the early learning experience of your child can make a big difference in later grades and allow them to rise to completely new heights.

We focus on instilling a culture of learning in all our learners and aim to be a contributor to the transformation of education in South Africa, acting in the interest of our society and respecting equality of all children.

Our classes and child-centred approach cater for every child's unique abilities and individual needs. We would like to equip all children with the necessary skills required to succeed in their educational career. We are looking forward to this great adventure!

"Quest for Excellence"



School Policy

Central to our policy is our nurturing environment; the belief that every child is valuable; and the appreciation of uniqueness of each individual. We believe that the responsibility for a child's education comes directly from God to parents. Our school is a supplementary agency; commissioned to support but not replace home.

We focus on instilling a culture of learning in all our learners that not only ensures they will become valuable members of our future society but will encourage them to become life-long learners. Our school is committed to provide education of the highest quality and we pledge a standard of excellence.



Our Curriculum

Producing the finest curriculum for children requires adherence to the highest standards. Welridge Academy allows parents, with the means to do so, an opportunity to provide an education of outstanding quality.

Our school curriculum is implemented in the spirit of the South African curriculum statements. This approach provides exposure to all learners in the different learning areas; supporting their development, ensuring that all lessons are relevant to the needs of learners. Time is allocated fairly to the different learning areas. Learners are assessed on a continuous basis.

The uniqueness of each individual is appreciated and through inspired and innovative teaching, every learner is encouraged to reach his or her goals, develop talents and actively take part in our unique educational process. It is our policy to encourage close teacher-learner interaction, emphasising individual attention, and supporting each learner's social and academic development.

We are focused on catering to the needs of all our learners and ensuring that they have the tools to enable them to reach their true potential. Our gifted learners receive extra attention through academic enrichment programmes. Our curriculum aims to create a life-long learner, who is confident, independent, creative, innovative, literate, numerate and multi-skilled.

Our Curriculum - Continues

Pre-school is a preparation for life itself and probably the most important stage of all as it is where the foundation of the child's future is laid.

Entering school is one of the most important steps in a child's life. If a child is school-ready, the chances of a successful school career are greatly increased. School readiness begins at birth and goes hand in hand with the normal developmental stages of a child. It is very important that a child is school ready by the time they reach compulsory school-going age. The young child learns through their interaction with their environment, something they do through the use of all of their senses i.e., seeing, hearing, touching, tasting, and smelling. Experimentation within a safe environment is vital for learning at this stage.

Our Pre-School and Primary School curriculum provides exposure to all learners in the different learning areas, supporting their development, ensuring that all lessons are relevant to the needs of learners and time is allocated fairly to the different learning areas. Learners are assessed on a continuous basis.



Fun & Creative Literacy

Our Fun and Creative Literacy program focuses on learning alphabet sounds phonetically and building a strong foundation for early reading – all through imaginative and engaging activities. By combining phonics instruction with storytelling, we help children connect letter shapes and sounds in meaningful ways while encouraging correct letter formation.

Through play-based learning, songs, and stories, children explore the building blocks of language and develop confidence in recognizing and using letter sounds. Phonics is a vital part of the National Literacy Strategy, and providing a solid grounding in phonics at the pre-school level ensures that learners are well-prepared for the transition to primary school and beyond.



Perceptual Development is an aspect of cognitive development which allows a young human being to start interpreting and understanding sensory input. In the first year of life, perceptual development proceeds extremely rapidly. As parents are undoubtedly well aware, development occurs in leaps and bounds for many children at this age as they engage with the world around them and learn more about what they touch, see, smell, hear, and taste. A Perceptual Development book has been compiled to explore all the sensory and fine motor areas and to assist the learner in developing all areas of learning.

Our children have the advantage and privilege of individual support and attention, ensuring that every learner in our care has the opportunity to gain a maximum amount of assistance from their educators. It is our policy to encourage close teacher-learner interaction. The emphasis is on individual attention, socially and academically.

We have adopted an inclusive approach creating opportunities for all learners to learn successfully. Provision is made for learning support for learners who might experience barriers to learning. Where necessary, learners will be referred to specialized therapies. This will be done in conjunction with parents, monitored by the school and charged by the therapists to parents at medical aid rates.

School Objectives



- We aim to provide a solid foundation for each individual.
- We aim to provide quality of education for all children.
- We have an inclusive approach creating opportunities for all learners to learn successfully.
- We aim to encourage all children to respect human value and dignity.
- We aim to uphold high standards of professional integrity.
- We aim to support the educator's professional growth in teaching and nurturing children.
- We aim to generate a spirit of excellence in all we do.

Parental Involvement and Parent Meetings

The quality of your child's education is greatly supported and enhanced through your active involvement at school. Reports will be handed out once a term. Parents, whose children appear to have learning difficulties will be invited to discuss their child's progress at least once a term.



School Communication



We make use of grade WhatsApp groups as a source of communication between parents and their teachers. On the groups you will find information regarding academic work, homework, school updates, etc. The groups are an effective channel that has become a helpful tool to ensure that parents and teachers have an open line of communication for important information to be shared instantly and as needed. We also have a Welridge Admin WhatsApp group that we ask parents to join which is used in situations where information needs to be communicated urgently, such as power outages, network outages, water outages, etc.



Learners Drop Off

We hold the safety of our learners, parents and staff in the highest regard and therefore our school gates officially open at 07h00 and no learners will be allowed access to the premises before such time.

Access to School Grounds

We ask that parents please make use of the intercom system at the pedestrian gate. Should you have a scheduled meeting, collecting a sick learner etc., we ask that you come through the front office and complete the visitor register to ensure that we are aware of who is always on the premises and for what purposes. We regard the safety of our learners and staff of the utmost importance and controlled access to our premises ensures that we limit unnecessary contact within our school grounds.

Learner Collection



For the safety of all our learners, no child will be permitted to leave the school premises unless accompanied by an adult – this includes a parent, guardian, or designated transport driver.

Parents who choose to use e-hailing services (such as Uber or Bolt) or any other transport, do so at their own discretion. However, we strongly encourage parents to inform the front office in advance by emailing the trip details and ensuring that the driver collects the learner directly from the front office. Please note that if the school has not been notified in advance with all relevant information regarding the transport services, the learner will not be allowed to leave with the driver. This measure is in place to ensure the safety and security of all our learners.

Late Collection

Please note:

The Aftercare closing time is 17h30.

We do understand that from time-to-time unforeseen circumstances occur and we urge you to contact our office to advise us, should you experience delays of any kind. All late collections will incur an additional fee of R100 per 15 minutes after the specified collection time of 17:30. We would also like to kindly encourage parents to collect their children on time, as it is unfair to our staff who need to remain at school after closing hours.



Consistency in Attendance

As with punctuality, this is a very important aspect to building confidence and discipline into your child. In the case of absence, we would appreciate a note or telephone call giving us the reason for absence. School starts at 07h50 and the official academic day starts at 08h00.



Emergency Information

It is necessary that you notify the school immediately whenever there is a change in address and contact details. We cannot be held responsible for misinformation if we are not notified of changes. Please notify the front office on (011) 476-5216, via email info@welridge.co.za or the Welridge WhatsApp number 076 260 4238.

Notification of Illness / Injury



When a child appears to be ill and is considered unfit to complete the school day, parents will be notified and expected to collect their child immediately. Immediate collection is very important for your child's health and comfort. There is also the danger of a sick child infecting other children. A child who has a contagious disease must stay at home until they have recuperated. If your child is off sick on a Monday or Friday a doctor's note is required.



Accidents

Accidents can happen. However, we do our utmost to ensure that your child is cared for in an environment which is free from obvious and potential hazards. We maintain good safety standards indoors and outdoors and a safety check of all areas and equipment is carried out. Constant supervision is vital so as to ensure that our learners do not get hurt. Should an accident happen, an incident report must be completed by the teacher on duty, even when it's a minor injury (abrasions and grazes, bite wounds etc.), parents will be notified via a telephone call, WhatsApp message or on arrival in the afternoon of such incidents. First Aid treatment is vital and selected staff are trained as to what to do in an emergency.

Fundraising



Finances are a major concern for most schools, because of our commitment to keep our fees as affordable as possible and yet meet the needs of our school, additional funds are required. We would like to encourage parents to become involved in our fundraising projects. Your help and support in this area would be greatly appreciated and it is vital in maintaining our school's high standards.

Third-Party Extra Murals (External Providers)

These are available at an additional cost. Please enquire at the front office as to what external extra-murals are available. Third-party extra murals come and do demos with the learners during school time and parents are welcome to enrol in the extra mural of your choosing (the third-party communicates dates and times of when the extra mural will take place after school).





Birthdays

A birthday is a great event in every child's life and others love to share in it. Parents may arrange beforehand to bring refreshments on this day and they are welcome to stay and enjoy the party.

Personal Belongings

Parents must please provide a big enough school bag for their child, for their belongings to fit in. We appeal to you and would appreciate it if you would mark all items with your child's full name. This includes juice bottles, cups, shoes, clothing, hats, lunch boxes etc. We cannot take responsibility for any articles going missing or for the breakage of such articles. Should your child accidentally take someone else's belongings home, we would appreciate it if you could please return them to the school.

Meeting your Child's Needs

It is important for the school to be made aware of any "out of the ordinary" occurrences in your child's life (e.g., death of a relative, pregnancy, pending move, trauma, etc.) so that we are able to support your child accordingly.

Medication



Should your child be on any medication, we would like to ask that the medication be administered at home before or after school as far as possible. Should the medication, however, need to be given to your child during the course of the day, we ask that parents ensure that the medication along with the doctor's or pharmacist's instructions be handed in at the front office and recorded in the Front Office Medication Journal.

For the safety of all our learners, no medication may be placed in a child's school bag. All medication must be handed in at the Front Office and recorded in the Medication Journal. This procedure ensures that teachers are aware of any medication that needs to be administered and prevents any risk to our pre-school learners. Your cooperation helps us maintain a safe and well-managed environment for every child in our care.

Toys



No toys may be brought from home to school. It causes a great deal of unhappiness amongst the children, resulting in fighting. Any toys brought from home will be confiscated and we cannot take responsibility for any toys going missing or for the breakage thereof. We welcome items for "Show-and-Tell", which relates to the theme of the week and carries educational value and will be requested by the teacher. Any electronic devices (except for the tablets) are considered toys and will be confiscated.

School Photographs



Individual school photos as well as class photos are taken annually in the second term. You will be notified in advance as to the dates the photographs will be taken. Photographs taken during school events may be added to the Grade WhatsApp Groups, Welridge social media pages, Welridge website and other marketing materials etc. as a form of keeping parents updated as to what is happening during school events. Should your child participate in an extra mural activity outside of school and win any prizes, please send in the photographs so that we can post these on our website, social media pages, and other marketing platforms.



Daily School Lunch

Healthy eating at school

At our school, we strive to promote healthy eating habits and a balanced lifestyle from a young age. To support this, we kindly ask that learners do not bring food containing sugar, artificial colorants, or preservatives during the school day. Parents are encouraged to pack a nutritious lunch for full-day learners who remain at school until the afternoon. Please also ensure your child brings a refillable water bottle, as we promote water as the healthiest drink choice – no sugary drinks or juices are permitted.

By working together, we can help our learners develop lifelong healthy habits and the energy they need to learn, play, and thrive!

Stationery Requirements



- A list of the stationery items to be purchased will be available from the office and emailed to parents during the 4th term.
- Please ensure that all items are clearly marked with your child's name and surname.
- Kindly note that lost or damaged items will need to be replaced by the parent/s or guardian/s.



Other School Requirements

- A school bag for your child's belongings
- 6 boxes of tissues, 2 bottles of liquid soap and 4 packs of wet wipes must be sent to school at the start of the year.



Pre-school Shirt

Our pre-schoolers wear jeans or jean shorts with a bright green; yellow or light grey t-shirt printed with our emblem.

We have found a supplier who is able to do the printing of the emblem on the shirts at a cost of R 40 per shirt. We ask that parents supply a t-shirt (bright green, yellow or light grey) that is clearly marked with their child's name along with the cash payment of the printing of the shirt. The printing will be done every Thursday and will be collected from the printer the following Thursday. This shirt/s can then be worn along with jeans (shorts/long). Fridays will be "civvies" day.
We believe that this will foster a sense of identity and unity within our preschool as well as ensure that all our little ones are comfortable during their school day.

Admission Criteria 2027

PRE-SCHOOL (Toddler to Grade 00)		
GRADE	**YEAR OF BIRTH**	**AGE**
Toddler Class	2025 / 2024	1 - 3
Grade 000	2023	3 Turning 4
Grade 00	2022	4 Turning 5

Registration Fees

Pre-School Registration Fee (non-refundable) R 1 800
Family Registration Fee (non-refundable) ** R 2 500

** Applies to registrations for siblings regardless of whether both/all children will be in the Pre-School / Primary School.

Application Procedure

1. A Screening Application must be completed, signed, and initialed on each page for each individual child.
2. Once you receive confirmation of your pending acceptance, prospective parents will be asked to complete an Enrolment Agreement.
3. The following documents must accompany your application:
    - Parents' ID Books
    - Learner ID / Birth Certificate
    - Immunization Card
    - 4 x ID Photos of Learner
    - Proof of Residence (no older than 3 months)
    - Copy of Medical Aid Card
    - Three months' bank statements
    - Current Work Permit (if applicable)
    - 12 Month current/ previous school statement
    - Previous School Report (if applicable)
4. A non-refundable Registration Fee is payable on enrolment.
5. All prospective learners may spend a day at the school, prior to admission.



School Fees

All school fees are payable monthly in advance. No refunds will be made for absences. One calendar month's written notice is required to terminate this enrolment contract. Notice is to be emailed to our Accounts Department on accounts2@welridge.co.za and a copy is to be emailed to the principal on info@welridge.co.za. Alternatively, written notice of the termination must be hand delivered to Welridge Academy for the attention of "The Principal." Notice of termination may not result in the last day of attendance being in the month of November. Parents who fall into arrears will automatically be handed over to our attorneys and your child will be suspended from school until such time as fees are up to date. Learners whose fees are not up to date will not receive their progress reports, nor will they receive transfer cards if they are moving to other schools.

Annual Levies and Requirements

2027 Educational Resources Fee

- This includes all the additional resources used in class that are in addition to the stationery list (books, printing, paper, arts & crafts supplies, concert décor and costumes and educational toys).
- Please ensure that all books, stationery, and materials are clearly marked with your child's name and surname.
- Kindly note that lost or damaged materials will need to be replaced at parents' cost.

Toddler - TBC
Grade 000 - TBC
Grade 00 - TBC



2027 Shows & Outings Fee

- The shows and outings are scheduled and booked for the year in advance.
- This covers all shows performed at Welridge Academy by third-parties and all outings to third-party venues.
- Learners will not be permitted to attend any shows and outings if the annual Shows & Outings Fee has not been paid.

Toddler - TBC
Grade 000 - TBC
Grade 00 - TBC



2027 Sleeper Levy

- Mattresses are provided by Welridge Academy.
- This levy is used for the cleaning of the mattress covers and the beds as well as for the replacement of the beds, mattresses, cots and/or covers as required.

Toddler - TBC
Grade 000 - TBC
Grade 00 - TBC

The annual Educational Resources Fee, Shows & Outings Fee and Sleeper Levy are all payable at the beginning of the year.

School Times



Pre-School

Half Day Times: 07h00 - 14h00
Full Day Times: 07h00 - 17h30

School starts at 07h50 and our lessons start at 08h00. We would appreciate it if your child could be at school no later than 07h30.

Aftercare officially closes at 17h30. If you are delayed, please contact the front office to inform them of your delay. However, a fine will be imposed should you collect your child after 17h30.

Daily Programme: Toddler to Grade 000



07h30-8h00	Meet and Greet Indoor organised free play Collection of Communication Books and Lunches
08h00-08h30	Breakfast and Prayer Toilet Routine
08h30-09h10	Morning/Carpet Ring Language Development Perceptual Development
09h10-09h40	Outdoor Free Play
09h40-10h30	Snack and Toilet Routine Creative Arts Development Outdoor Free Play Outdoor Organised Play
11h45-12h15	Lunch Time Toilet Routine Story Time
12h15-13h45	Sleep/Nap Time
13h45-14h00	Wake-up Time Toilet Routine
14h00-15h00	Supervised Outdoor Play
15h00-15h30	Lunch Time Toilet Routine
15h30-16h30	Supervised Outdoor Play
16h30-17h00	Indoor getting ready to depart
17h00-17h30	Organised Desk Fun/ T.V Viewing











2027 Welridge Academy Term Dates:

1st Term	13th January	19th March (TBC)
2nd Term	6th April	25th June (TBC)
3rd Term	20th July	22nd September (TBC)
4th Term	5th October	8th December (TBC)

Please Note: These dates are based on the proposed GDE calendar and are subject to change.

Term 1 - 4 Public Holidays

01 January	New Year's Day
21 March	Human Rights Day
22 March	Public Holiday
26 March	Good Friday
29 March	Family Day
26 April	Special School Holiday
27 April	Freedom Day
1 May	Workers' Day
14 May	Ascension Day
15 June	Special School Holiday
16 June	Youth Day
09 August	Women's Day
24 September	Heritage Day
16 December	Day of Reconciliation
25 December	Christmas Day
26 December	Day of Goodwill
27 December	Public Holiday

Please Note:

During the school holidays, we will run a Holiday Programme for all learners who wish to attend. Kindly note that no academic work will be done during this period, as the programme is focused on fun, relaxation, and engaging activities.

CONTACT US:

Office Number:	011 476 5216
Alternative Numbers;	010 109 1745/4/3
WhatsApp Number:	076 260 4238
Email Address:	info@welridge.co.za
Website:	www.welridge.co.za

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"Quest for Excellence"