

Radford House Aftercare 2025

Dear parents,

The aim of Radford House aftercare is to provide a safe space for children to wait for their parents after school and after extra-murals. The children are supervised by a Radford House teacher and are allowed free play to give them a chance to spend time with their friends after school in a relaxed, social and safe space.

General information about aftercare

- **Times:** Aftercare runs from the end of the school day until 17:30 every day.
- **Fees:** Effective from the 1st of February 2025, aftercare pricing will be as follows:

The new fees will reflect on the invoice you will receive at the beginning of March for February aftercare attendance.

Fee for HALF day (collection by 15:15): R45 per day

Fee for FULL day ad hoc (collection by 17:30): R80 per day

Fee for MONTHLY aftercare: R900 (unlimited attendance until 17:30 daily)

Aftercare is billed at the end of the month, please make payment to the school account timeously. Where accounts are in credit, we will allocate the relevant amount to the aftercare invoice.

- **Supervision:** Aftercare is supervised by Teacher Peggy, a Radford House Pre-Primary teacher with over 20 years experience at our school.
- **Communication:**
 - The **aftercare phone number is: 078 182 5656** (whatsapp messages preferred). You can use this number to communicate directly with Teacher Peggy about your child during aftercare hours. Please use this number to inform Teacher Peggy if someone new is collecting your child, any illness that we need to be aware of, if you're running late for pick-up, etc.
 - From time to time, we might use the Radford Aftercare Whatsapp group to send messages to all aftercare parents. Please join the Radford Aftercare Whatsapp group from the Radford Whatsapp Community.
- **Registration:** Radford House aftercare is available for all Radford House pupils from Grades 1 to 6, and by special arrangement for older pupils. To register your child for aftercare, please complete the google form posted on the Radford House Aftercare

Group (and emailed with this letter). This form will also provide us with valuable information about emergency contacts, allergies, medical information, etc.

- **Snack:** The children are given a snack of fruit and popcorn around 16:00 every day. Water and Oros is available to the children for the whole afternoon.
- **Other food:** We are happy to warm up food that a child brings from home, in our microwave.
- **Homework:** Teacher Peggy does homework (spelling, reading, homework sheet, etc.) with the children if required.
- **Extramurals:** Children waiting for second session extramurals in aftercare, will be billed R40 for the time spent in aftercare before their extramural starts. An exception to this is pupils waiting for the Karate training which starts at 14:30. These pupils will be signed into aftercare, but will not be billed for the 30 minutes they spend waiting for their lesson. Should the pupil return to aftercare after Karate, they will be billed according to the billing schedule.
 - If you would like us to help your children remember what extramurals they have, please complete the google form with their extramural information for each term. This form will be posted on the Aftercare Whatsapp group at the beginning of each term, and has been mailed with this letter.
- **Late pickup after school:** Children not fetched by 14:10 will be signed into aftercare for the parents' account.
- **Late pickup from aftercare:** Children not fetched by 17:30 will be billed R80 for every 15 minutes, starting from 17:30. This is a necessary billing, as we need to pay our teacher and security guard overtime to compensate them for having to work late and allow them to make the necessary arrangements to go home later than normal. To clarify, a child who is fetched at 17:55 will be billed R80 at 17:30, and another R80 at 17:45, resulting in a late collection fee of R160.

We endeavour to work with our pupils and parents to provide a fun, safe, social aftercare experience and have an open door communication policy. Please feel free to reach out to Teacher Peggy on the Aftercare phone for day-to-day matters, and to me via email (info@radfordhouse.co.za) for general aftercare queries.

Kind regards

Ági Szalontai

HoD Administration