

## SPARK Schools Grade R-7 Need-to-Know Guide 2020

Read these notices carefully so that your family is prepared for the 2020 school year!

### First Day of School

The first day of school is **Wednesday, 15 January 2020**. Sparks Fly, our daily morning assembly, will begin promptly at 7:45am, and Grade R parents *only* are welcome to view Sparks Fly on Wednesday and remain at our school until scholars are dismissed to their classes at **8am**. At that time, we ask that you say your goodbyes and allow us to transition scholars into their new daily routines.

Mark your calendars now for an exciting opportunity to view Sparks Fly and tour your child's school during our third week of Term 1.

- 28 January- Grades R and 4
- 29 January- Grades 1 and 5
- 30 January- Grades 2 and 6
- 31 January- Grades 3 and 7

Look for more information on social media in January about this special event hosted by your child's school leaders.

### Placard Pickup

In order to ensure the safety of our scholars, please note that parents are required to pick up their child's placard, which is used during daily dismissal, before the school year begins. **Placards for returning and newly enrolled students will be available for pick-up 8-10 and 13-14 January 2020 from 9am to 4pm.**

When you pick up your child's placard, you will meet your school's office manager or School Operations Manager, learn about our arrival and dismissal procedures, update your contact information, and sign-up for aftercare. **Please note the dates and times for placard pick up, as this is mandatory.**

Please refer to the Scholar and Family Handbook for information on the use of placard during daily dismissal.

### "Back to School" Open Evenings

We are thrilled to be able to invite all SPARK parents for a series of open evenings to meet our spectacular SPARK educators. **During our "Back to School" evenings, parents will be able to come at any point during the open house to tour their child's classrooms, Learning Lab, and general school facilities.** Your child's school leaders will be in touch by e-mail to announce the dates of your school's first parents evenings of the new school year.

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## School Hours

Please note that school hours for all grades levels are as follows for 2020:

- All Grades Minimum Days (Mondays and Report Card Conferences) 7:45am- 1:00pm
- Grade R and 1 Regular Days (Tuesday-Friday): 7:45am- 2:30pm
- Grade 2 and 3 Regular Days (Tuesday-Friday): 7:45am- 3:00pm
- Grade 4-7 Regular Days (Tuesday-Friday): 7:45am-3:30pm

Minimum Days are indicated on the instructional calendar with an underlined date.

## Arrival Procedures

Due to the fact that SPARK Schools are located within communities, we strictly enforce arrival procedures in order to ensure the safety of our children and staff, as well as to be respectful of our neighbours. It is vital that all procedures are followed according to these guidelines to keep the flow of traffic moving.

**Scholars may arrive on school grounds from 6:45-7:40am. It is strictly prohibited for scholars to arrive unaccompanied or to enter the school grounds before 6:45am.** Parents of scholars who arrive unsupervised before 6:45am repeatedly will be asked to meet with school leadership, and this behaviour may be characterised as neglect and dealt with according to our Child Protection policy.

## Aftercare, Holiday Care, and Extracurricular Activities

Aftercare until 5:30pm five days a week (Monday-Friday) during the school terms will cost R7800 per year, which is payable over 12 months at R650 per month. Aftercare until 5:30pm on Mondays only (our weekly "minimum day") will cost R3600, which is payable over 12 months at R300 per month.

**All families that wish to enrol in aftercare for 2019 will be able to do so when picking up their placards from 8-10 and 13-14 January 2020.**

Please note that a full list of the extracurricular activities offered in 2020 will be available in January 2020 from your child's school.

Holiday care is not provided at our schools during term break. Please make note of term break dates on the instructional calendar to ensure that you have arranged care for your child in advance.

## Stationery

The annual fee for stationery for 2020 is **R610**, which will be invoiced through the e-mail address you have supplied in January 2020. **This fee covers all stationery required at school, and no additional stationery should be purchased or sent with scholars.**

Please ensure that your child has sufficient stationery at home to complete daily homework.

## Uniform

The uniform may only be purchased from our approved uniform suppliers. No uniform items may be homemade, and the SPARK Schools logo and badge may not be copied or used for the purpose of creating homemade uniform items.

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The summer uniform will include a navy blue golf shirt with school badge, a navy blue peak cap or floppy hat with school badge, khaki shorts or skort, white socks, and white takkies. Scholars should carry a backpack that does NOT have wheels, but has sufficient space for a homework folder, water bottle, and lunch box.

### **Healthy Food Policy**

We believe that healthy bodies fuel healthy minds. We therefore ask that snacks and lunch packed for scholars include healthy options, like sandwiches on brown bread, vegetables, rice, pasta, eggs, fruit, crackers, yogurt, and cheese. Students should bring a water bottle to school that can be refilled.

Biscuits, sweets (including chocolate spreads or muffins), and chips are not allowed and will be confiscated by school staff. Juice, soda, flavored water, milkshakes, and drinking yogurt are not permitted at school.

If you have questions about healthy food choices for school, please contact your child's teacher or school leader.

### **Social Media and Website**

Keep up-to-date with SPARK news and spread the SPARK love to family and friends by liking us on Facebook and following us on Twitter (@SPARKSchools)!

All school locations and contact information are posted on [www.sparkschools.co.za](http://www.sparkschools.co.za).

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