



Dear Parents,

We would like to share our school rules with you. These guidelines are established for everyone's benefit, and we kindly ask that they be adhered to. Thank you for your cooperation.

PARENT - TEACHERS MEETING

Meetings may be scheduled upon request and will take place in the office, with both the teacher and manager in attendance.

SCHOOL FEES

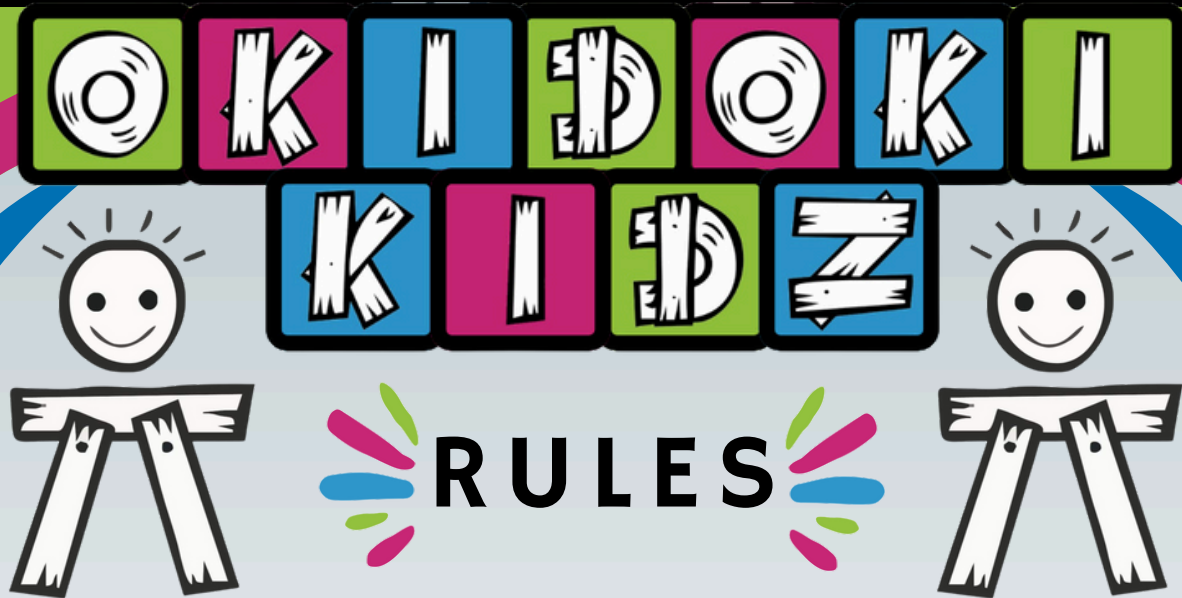
School fees should be settled on or before the 7th of each month. While we prefer EFT, cash is also acceptable if delivered directly to the office. Please refrain from sending cash in your child's bag, as we cannot be responsible for any lost funds. Be aware that fees increase annually. Payments for December and January must be made in full. If you plan to take a holiday during the year, you are still obligated to pay the full amount for that month. To give notice, a complete calendar month's notice must be provided in writing via email. Please note that we do not accept notices in November or December.

SCHOOL HOURS

Please review the operating hours of our different branches.

MEALS

We offer breakfast, lunch, and an afternoon snack. Please note that unhealthy food is not allowed during the week. A healthy lunch box is required. Only on a Friday do we allow sweets and treats.



HOLIDAYS

We remain open during school holidays throughout the year. However, we will be closed for a duration of three weeks in December. The specific dates will be confirmed as we approach that period.

EXTRACURRICULAR ACTIVITIES

We provide a variety of extracurricular activities throughout the year. Please note that payments for these activities should be made directly to the respective company or individual offering them. Okidoki Kidz does not facilitate these transactions.

FUNDRAISERS

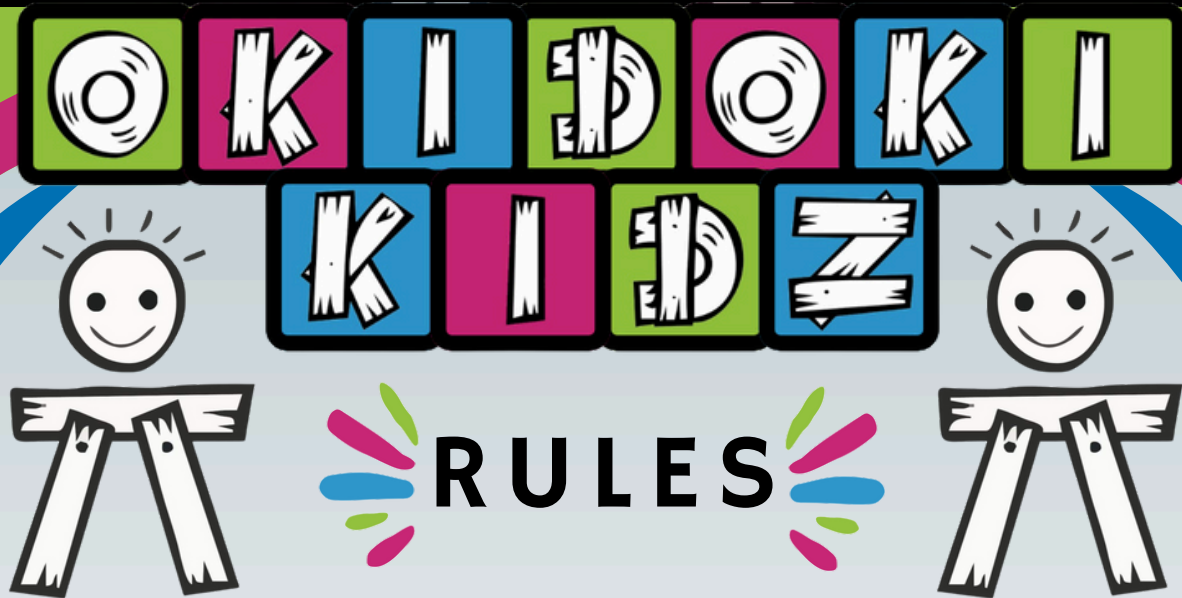
Throughout the year, we organize fundraisers to generate funds. The proceeds from these events will be invested in enhancing our facilities for your child. We kindly request the support and participation of every parent.

CONCERT

We have an annual concert once a year. Rehearsal for this will take place during the day. A costume hiring fee is required.

EDUCATION AND EVALUATION

Early Childhood Development (ECD) is a critical phase in a child's life, typically covering the years from birth to around 5 years old. During this period, Okidoki Kidz focuses on nurturing the holistic development of children, including cognitive, social, emotional, and physical growth. In ECD, both education and evaluation play vital roles in shaping the learning experiences and developmental outcomes of young children. Throughout the year, we will keep you informed about their progress through a report card. We kindly request that your child be present during assessment periods, as absences will lead to an incomplete report card.



WORKBOOKS

Your child's workbook goes home on a Friday for you to review their proud work of the week. Kindly ensure that the workbook is returned to school on Monday.

COMMUNICATION

Your child's A5 book serves as a communication tool between parents and teachers. WhatsApp groups will contain important messages, theme letters, photos of exciting activities and extra information.

PERSONAL ITEMS

We kindly ask that all items, such as bottles, lunchboxes, shoes, clothing, and bedding, are clearly labeled with your child's name. Please note that Okidoki cannot be held responsible for lost items that are not marked. Bedding will be sent home every Friday for washing and should be returned by Monday.

MEDICINE

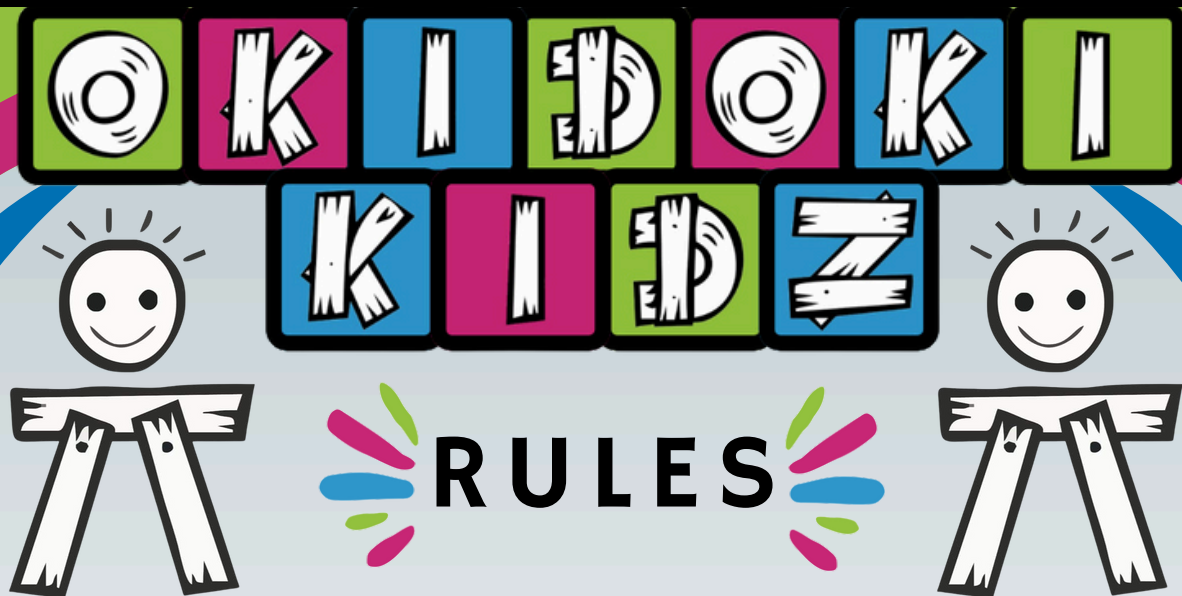
Medications must always be delivered directly to the class teacher. Please avoid leaving them in the child's bag. All medications should be clearly labeled with the time, dosage, and instructions. NO medication will be administered unless it has been documented in your child's communication book.

TOYS

Toys are prohibited in school due to their potential to cause distractions during class. They may only be brought on school holidays, and any such items are brought at your own risk.

REQUIRED ITEMS

At the year's start, you'll receive a list of essential items—such as tissues, toilet paper, wipes, hand wash, and stationery—that must be labeled and sent to school at the beginning of the first term.



PERSONAL ITEMS

Parents with children who are still in diapers, please remember to ensure that we have a sufficient supply of diapers, wipes, and bum cream each month.

POTTY TRAINING

Potty training typically begins around the age of two. The teacher or manager will notify you when we are set to start and outline what will be needed during this period.

UNIFORM

Okidoki Kidz T-shirts are available for order at the office.

CLOTHES

Always make sure there is a clean set of warm and cold weather clothing in your child's bag, especially for our 1-3-year-olds. This age is known for its messiness!

DISCIPLINE

Adherence to strict discipline and routine is essential. Behaviors such as biting, hair pulling, bullying, backchat, and swearing will not be tolerated. If a child continues to exhibit inappropriate behavior, the parent will be informed and requested to attend a meeting with the teacher and manager.

