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Jou Kleuter - Ons Passie | Your Toddler - Our Passion

Nonprofit Company 2008/015574/08

# BANA INFORMATION



**"Play is the work of the child!"** Maria Montessori

# Ons verwelkom U en sien uit om saam met jou na jou kleuter om te sien en op te voed!

## AGTERGROND OOR BANA

Bana VKO (vroë kinder ontwikkelingsentrum) onderrig en gee opvoeding aan kleuters tussen die ouderdomme van 3-6 jaar. Primêr fokus ons op 'n veilige, vriendelike omgewing waar hierdie kleuters kan ontwikkel en elke kleuter se volle potensiaal word erken. Hier kan elke kleuter teen sy eie tempo ontwikkel en groei. Ons skep 'n warm en vriendelike atmosfeer en poog om elke kleuter se unieke omstandighede te verstaan en daarop te bou. Ons spreek elke ontwikkelingsbehoefte van die kleuter aan.

Bana se deure het geopen in 2008 met 120 kleuters en 6 klasse. Ons staan vandag op 13 klasse waarvan 5 Graad R klasse is. Ons is 'n parallelmedium skool. Die personeel het reeds van 10 lede vermeerder na 30. Alle onderwysers en praktiese studente word aangespoor tot verdere studies. Ons doen ook praktiese opleiding van onderwysers. Praktiese studente staan ook dag tot dag in vir onderwysers. In ons opvoeding en ontwikkeling, gebruik ons die kundigheid van 'n hele span mentors, wat ons leiding gee rondom die nuutste navorsing in opvoeding, breinontwikkeling en beweging. Ons is voortdurend besig om opleiding en kursusse by te woon om nog beter toegerus te wees vir ons roeping met u kleuters. Ons volg 'n filosofie na waarin ons poog om kleuters vir die toekoms voor te berei. Daarom is ons onderrigprogram hoofsaaklik gebaseer op beweging. Ons tree ook forensies op, dit beteken ons stel vas wat is die oorsaak agter spesifieke optrede en gedrag en moontlik agterstande by die kleuter en probeer daarvan die situasie aanspreek. Ons leer kleuters om verantwoordelik te wees vir hulle optrede en om die gevolge van hulle besluite te dra.

Bana is 'n nie-winsgewende maatskappy en het 'n Direksie wat saam met die hoof die oorhoofse besluite neem. Dag tot dag bestuur word gedoen deur die skoolhoof. Ouers en onderwysers word betrek by hierdie prosesse.

Ons hier by BANA is baie opgewonde oor die toekoms. Ons kyk met groot verwagting na ons oudskolierie om te sien of ons werklik 'n verandering in hul lewens gebring het, soos wat hulle vorder na graad 6, 7 en hul hoërskool opleiding. Ons hoop en vertrou dat ons honderde kleuters kan begelei en kan bystaan tot gelukkige kleuters, kinders, tieners en uiteindelik volwassenes.

## BANA SE GESKIEDENIS

'n Voormalige mynbestuurder van Kumba Iron Ore het navraag gedoen waarom daar jaarliks so min ingenieursbeurse aan matrikulante uit die Noord-Kaap toegeken word. Die myn wou onmiddelik meer finansiële steun aan die hoërskool gee. 'n Span is egter afgevaardig wat hierdie kwessies moes ondersoek en die antwoord was. BEGIN BY KLEINKINDERONTWIKKELING. Dit is waar hierdie reuse gemeenskap projek, wat deur Kumba gefinansier was, posgevat het en op 4 Februarie 2008 sy deure geopen het. Bana is reeds vanaf 2015 heeltemal selfonderhoudend en maak staat op die getroue betaling van ouers se skoolfooie.

## MEER OOR BANA

1. Kleuters leer in 'n ontspanne atmosfeer deur ontdekking.
2. Daar is baie tyd ingeruim vir buitenspel onder toesig van die juffrouens.
3. Tema bespreking leer die kind van roetine en sy omgewing.
4. Taalontwikkeling vind heeldag plaas, d.m.v. Gesprekke, liedjies, stories, gediggies en sosiale interaksie.
5. Daar is tyd vir musiek en beweging waar juffrou leiding gee, vryspel, verf, kleispeel, waterspel en in die fantasiehoekies speel, bak en brou, tuinmaak/modderspel/sandputspel, en om net hulself te wees.

## BANA SE FILOSOFIE SLUIT IN:

1. 'n Kind kan vir hom/haarself dink, laat hom/haar toe.
2. 'n Kind kan en moet verantwoordelikheid neem vir hom/haarself en sy/haar optrede, oorsaak en gevolg speel dus 'n belangrike rol.
3. Moet niks vir 'n kind doen wat hy/sy vir hom/haarself kan doen nie.
4. 'n Kind mag maar besig wees. Kinders leer deur beweging.
5. 'n Kind moet leer hoe die wêreld rondom hom/haar werk.
6. Wetenskap en wiskunde word deur die dag gedoen.







# GENERAL INFORMATION DOCUMENT 2025

	OPEN	CLOSE
<b>Term 1</b>	Wednesday 15 Jan.	Thursday 27 March
<b>Term 2</b>	Tuesday 8 April	Thursday 26 June
<b>Term 3</b>	Tuesday 22 July	Thursday 2 October
<b>Term 4</b>	Monday 13 October	Friday 28 November

## PROPOSED 2025 SCHOOL CALENDAR

January 2025	February 2025	March 2025	Public and School Holidays 2025																																																																																																																																																								
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 Weekends	 School days	 Special school holidays
 Days for administration	 Public holidays	 School holidays

## SUMMARY OF PROPOSED 2025 SCHOOL CALENDAR

Duration	No. of weeks	No. of days	No. of public holidays	Actual no. of school days
(13) 15 January - 28 March	11	53 (55)	1	52 (54)
08 April – 27 June	12	59	4+3	52
22 July – 03 October	11	54	1	53
13 October – (10) 12 December	09	43 (45)	0	43 (45)
<b>Total</b>	<b>43</b>	<b>209 (213)</b>	<b>6+3</b>	<b>200 (204)</b>

# SCHOOL ACCOUNTS 2025

- I. School hours: 7:00 – 12:00/12:15
- II. The school will be closed during public and school holidays. We follow the Public School calendar.
- III. A reservation fee will be payable each year, no later than on **1 November** for the final confirmation of the child's place for the following year.
- IV. Failing to pay the reservation fee on time will lead to termination regarding the child's place.
- V. The reservation fee is **NOT REFUNDABLE. (R1600 - Payable in 2024 for confirmation.)**
- VI. You have to register your child each year on the date communicated to ensure his / her place.
- VII. The school fees must be paid strictly in ADVANCE on the 1<sup>st</sup> day of each month. \_\_\_\_\_(sign)
- VIII. If your school fee account is in arrears, **your child cannot come to school until the account is paid up to date.**
- IX. You qualify for a 7% discount on school fees should you want to pay for the entire calendar year in advance. This once off payment will be payable until the end of March (**R1750 x 10 = R17 500 – 7% = R16 275**). School fees must still be paid up to date and may not be in arrears until the end of March.
- X. Annual school fee adjustments will occur in January, if necessary, after the budget meeting.
- XI. Report cards, school readiness reports, photos or any other will be withheld if your school fees are not paid up to date.
- XII. In the case where your child is sick for some time and are absent from school or when it is holiday, you still need to pay the school fees.
- XIII. You will be liable for the promptly payments of school fees, which must be paid to the school in advance for 10 months (**R1750 Jan-Oct 2025 and R1750 Reservation fee payable on 1 Nov 2025**) and can be reviewed by management from time to time and you are subjected to give **1 CALENDAR MONTH WRITTEN NOTICE ON EMAIL**, otherwise **you will be responsible for the next month's fees as well** if your child is leaving the school.
- XIV. Monthly statements will be sent out via email on the address you provided on enrolling the child. It is your responsibility to provide the correct email address and to make sure that you receive your monthly statement!!!
- XV. Any outstanding fees will be given over to our lawyers/dept collectors and you will be responsible for the collection fees as well.
- XVI. ADDITIONAL **AD HOC** COST DURING THE YEAR WHICH ARE **COMPULSORY**.

Bana sublimated Class T-shirt (Term 1)	R200	Grade R Graduation (Term 4)	R350
Concert outfit fee (Term 3)	R400	School Readiness Gr. R (Term 3)	R150
Class Cake sale (only if you do not bake)	R500	Cake sale dates will be communicated early in the year.	

- XVII. BANA is a Non-Profit Company and are depending on you to support us with all the other fundraising events/projects during the year to ensure the wellness and growth of our school to serve the community.

**BANA BANKING DETAILS: Please try to make use of EFT payments as far as possible.**

**NO CASH DEPOSITS! - You will be billed for the Bank Deposit fee also (R60)**

Proof of payment can be mailed to [admin@banaecd.co.za](mailto:admin@banaecd.co.za)

BANA DEVELOPMENT CENTRE  
STANDARD BANK  
CHEQUE ACCOUNT: 040 594 165  
BRANCH CODE: 050502



We prefer EFT payments!

Use your child's **NAME, SURNAME** and **CLASS** as reference.

## **ACCOUNTS IN ARREARS:**

**In case your account is in arrears after the 1st of each month, you will be contacted and will unfortunately have to keep your child at home unless payment is made. If you keep your child home for more than 2 weeks without reason, he/she will lose his/her place in the school and the place will be reserved for somebody else. You will still be held responsible for the payments.**

**\*No child will be able to receive any Report card, school readiness report or photos if school fees are not paid up to date. \***

**We highly appreciate your cooperation.**

**Bana does not receive any financial support from any external resources and is therefore 100% dependant on school fees revenue. We are also a Non-profit company, and our school fees are low in comparison with other schools in our town and country. We are therefore in need to raise funds for any other improvements which we want to do to the school. We trust that you will support us in that we ask of you.**

## **STATIONARY**

School provides all stationary needed.

## **WHAT DO I BRING TO SCHOOL?**

- A school bag of your choice.
- An extra pair of clothing inside your bag each day.
- Your lunchbox with healthy food.
- A bottle filled with drinking water.
- Everything must be marked clearly.
- On Friday's you bring an ice cream bucket with money in so we can go buy sweets at the sweets house! (Tuck shop)

## **BANA SHIRT**

From 2025 we will order sublimated shirts for each child. The cost of this shirt is an additional **R200**. The kids will be wearing them for the first time at our Athletics event in March.

## **SCHOOL HOURS**



6:50 "Early Bird" If you need to drop off your child before 7:00 there will be 2 teachers on duty to receive children until the teachers arrive at 7:00.

Teachers arrive at **7:00**. Learners must be accompanied to their classes by the parent or taxi driver.

Children can be dropped off until 8:00. Please be on time. The gate will be locked then. No learner must be dropped off after 8:00. It is disruptive for the teacher and class activities as well as for the child.

## **Grade R learners must already be in their classes by 7:45.**

If you need to come and collect your child earlier please report at reception and inform the class teacher in advance. Please ensure to complete the attendance/sign out register in the office. Children using additional transport move to the side gate by 12:00 where they will be waiting under supervision for the transport to come and pick them up. In the case where your child is not using the taxi on a specific day, you as parent **MUST** inform the teacher in advance as well as the taxi driver.

## **TRANSPORT**



If your child uses shuttle services to school, we would like to ask the following from you:

Please make sure your child has a name tag on his/her bag with the following information: You can also write the information inside the bag with a permanent tag.

**Current school where child is enrolled (BANA) as well as class name (e.g. BANA). Kudu class**

**Parent Contact Number**



**Transport driver name and contact number**

This is for your child's own safety. There have been several cases where children are dropped off at the wrong schools and there are no contact details in the child's bag, so the school where the child were dropped off does not know where the child should be. Children also sometimes cannot say their own names.

The day program promptly starts at 8:00.

There are several transports that sometimes arrive at school at 8:20

As a parent, please make sure the transport you use is reliable and punctual.

The class teacher will notify you each time your child is late. It is your responsibility to address this with the transportation services.

The class teacher must be informed if your child will not attend school that day. Also inform the transport driver if your child will not be using the transport on a specific day.

The bus driver **MUST** know your child's name, surname, age, and class name.

**Only transport with legal permits is allowed to stop at the back and pick up children.**

## **PARKING, DROP OFF AND PICK UP**

**PLEASE DO NOT PARK INFRONT OF OUR GATES!** It is you as the parent's responsibility to ensure that your child does not move outside the school without adult supervision when he/she is being dropped off or picked up.

Accompany your child until a teacher or assistant can receive him/her. Greet your child before you leave but keep it short – a long stretched out goodbye might just upset the child. Please do not leave wallets, cell phones, handbags, and other expensive belongings in the car where others can see it. Make sure your car is locked. Please have a lookout for other people and children before you drive away.

**PLEASE DO NOT PARK INSIDE THE SCHOOL.**



## **MEDICINE AND HEALTH POLICY**

It is important that our staff and children's health are protected. A sick child needs special attention, and it is unfair to expect of a teacher to look after such a child and go on with normal classes. Sick children must be kept home where they can get the attention needed to get well soon. We realise that your leave is limited, and we will only contact you when we as staff are worried about the child's wellbeing and feel that you as parent must be informed of your child's state. **No sick child can be allowed at school.**

## **GUIDELINES FOR NOT ATTENDING SCHOOL**

- ✓ Diarrhoea (more than two bowl movements over a time of 2 hours) and Rotavirus.
- ✓ Tonsillitis.
- ✓ Vomiting.
- ✓ Skin rash accompanied with a fever, except when a doctor has given a letter that says the child can attend school.
- ✓ Conjunctivitis ("pink eyes") with a small rash up until 24 hours after started with treatment and no rash or redness of eyes appear.
- ✓ Head lice – up until started with treatment and no more nits appear in hair.
- ✓ Runny nose (yellow and green mucus) – constant cough
- ✓ Any contagious children's sicknesses like Chicken pox, Measles, Mumps: until the doctor approve of the child attending school.

- ✓ A Fever of 38 degrees with other signs of sleepiness, constantly crying, coughing, shortness of breath and a then chest.
- ✓ Hand-mouth and foot disease (Coxsackie Virus)
- ✓ Swine flu
- ✓ Covid

If your child had a contagious disease the teachers can ask for a doctor's letter which confirms that the child is able to attend school.

- ✓ In the case where the staff suspects a contagious sickness, the child must be placed in seclusion immediately and contact the parents.
- ✓ Should a child get sick at school, he/she will also be isolated under adult supervision. The parents will be contacted to come and collect the child from school.
- ✓ The Teaches and Staff will in case of an emergency perform the first aid needed. Parents will be informed immediately. In case any medical attention is needed an ambulance will be called to stabilize the child and take the child to the nearest hospital. Teachers and staff have attained the necessary first aid training. All incidents/accidents will be put on record in the injury and accident register.

Please make sure to fill in all the questions. If the form is not completed in full, children will have to go on isolation and the parent will be called to come and fill in the form.

## **MEDICINE**

In case of an emergency the school can give one dose (5ml) of Panado or Calpol only if approved and confirmed with the parents. In the case where a child should drink antibiotics, you as parent must give it before the child comes to school. No teachers can give any antibiotics to a child.

When your child gets sick at school (fever, diarrhoea, nauseous) the parents will be contacted immediately and will be asked to come get the child from school. In case a parent asks for medication to be given until he or she arrive at school it must also be communicated on WhatsApp or SMS.

No medication will be given to children on a regular basis except in the case of chronic sicknesses like asthma. All medicine that comes to school must be given to the teacher and are not allowed in the child's bag.

The law insist that children must be immunized against certain diseases. Please make sure that your child's immunisations are up to date.

## **AIDS POLICY**

- Children will be educated not to touch each other's wounds or blood and to call a teacher or adult staff member for help.
- Gloves must be worn by teachers or other staff members who are helping someone that got injured.
- Each child and staff member has the right to humane treatment and privacy.

## RELIGION POLICY

Bana is a school which are managed according to strong Christian principals. The Christian religion is being practiced in classes and only Christian fests will be acknowledged. Children of other religions are always welcome.



## LUNCHBOXES - We want to establish healthy eating habits!

The following foods are not allowed at Bana:

1. Cool drink or Milk – We only drink **WATER!**
2. Any cake/biscuits
3. Tinkies
4. Any form of Chocolates/chocolate muffins/sweets
5. Any kind of chips of pop corn
6. Ultra-Mell custard
7. Sweetened breakfast bars
8. Sugar coated dried fruit.
9. Peanuts (for allergies)



We want to encourage you to keep the following 4 food groups in mind when packing a lunchbox.

Protein	Eggs, Chicken, Cold meat, Mince, Tuna, Sausage, Nuts, Biltong, Droëwors Cheese, Yoghurt
Carbohydrates	Whole wheat bread, Pita bread, Provitas, Wraps, Pasta, Potatoes, Healthy muffins
Fruit	Oranges, tangerines, Strawberries, Blue berries, Bananas, Apples, Grapes, Pineapple, Melons, Kiwi fruit, Watermelon, Peaches, Apricots, Grapes
Vegetables	Cherry tomatoes, Cucumber, Broccoli, Corn, Peas, Carrots, Lettuce

Please remember to pack in a spoon or fork. Cut the fruit so that its ready to eat and the teacher do not have to help 20 children peeling their fruit. **NB: It is also important to prevent suffocation.**

**Remember on Friday we have tuck-shop! Then we enjoy something sweet! Bring a 2L ice cream container on the day and mark it with your name; you can even decorate. Put your money also inside the bucket so you can buy something sweet at the sweetie house.**

## BIRTHDAYS

Moms are more than welcome to send **cupcakes** or party packs to school! Please inform your class teacher when you are planning to bring the birthday snacks so she can prepare and organize her day. No birthday parties will be held at school. The cake/snacks will be eaten just before the school adjourn.

## CAKE SALE (Fundraising)

Cake sales will take place throughout the year on a Friday instead of tuck shop on the dates indicated. Each class gets a turn jointly with another class. The teacher will send out a letter reminding you of this event. Each parent must then please supply +/- 60 items to ensure that there will be enough treats for everybody in the school. It can be 60 different items or 60 of the same items. Please keep in mind what the selling price will be so that when you add up all the treats you supply it must also be a total of R500. If it

will be impossible for you to make or bake something you must still, please donate the amount of **R500** for your contribution to the cake sale.

Enjoy this quality time preparing the treats together with your child and let him/her remember it forever. It is wonderful for the kids if their mom/dad do something for the school. Parents can also come and help on the day.

Thanks a lot for your contributions! Happy Baking!

## **MONSTER TINS (Fundraising)**

Each class has a monster tin that likes to eat money! Children can feed the tin, and we have a little competition between the classes to see who raises the most money. At the end of the year the winning class get rewarded with a takeaway meal from Steers or McDonalds. The money raised will be used for new toys!

## **PHOTOS**

Our teacher will sometimes spoil you with once in a lifetime photo that will be taken from your child's daily activities here at BANA. Something to keep as memories for ever!

**Please note that this is a given and not a must!**



## **INDIVIDUAL PHOTOS**

Each year we get a professional photographer to come and take photos of your little one on order for those interested. We also take a class group photo and concert group photo on order.

## **ATHLETIC EVENT (FUNDRAISING)**

Our Athletic event usually takes place in March on the SIVOS sportsgrounds. This is one of our biggest fundraising events for the year and a big highlight on the BANA calendar. Through this event children's educational attainment and skills like leadership and self-esteem develop, contributing to their overall well-being and prospects. For fun and big enjoyment our parents also get the chance to run against each other and relive their athletic participation back in the days. It is also a time to enjoy delicious food like, hamburgers, hot dogs, vetkoek, pancakes and much more, being prepared by you as parents.

## **OTHER FUNDRAISING**

Throughout the year there will always be opportunities coming our way where we will try to do something fun for the kids and also raise money for the school.

## **CONCERT FUNDRAISING**

Each year we have a concert under the stars for your entertainment! A concert fee for the costumes and concert décor will be payable. A concert group photo will also be taken to order if the photographer is available at the time. Remember to buy your tickets on time!

## **DRESSING UP ON VALENTINES DAY!**

We dress up and spread the LOVE! There will be an additional cost for something to buy on valentine's day depending on what is available at the time.

## **CULTURE DAY @ BANA**

Each year around Heritage Day we are celebrating culture day. Children can dress up like any culture. On the day we usually spoil the children with a traditional dish which is 'pap' and sheba with a piece of 'braai

wors'. Finger licking good! We also like to eat milk tart or koeksisters on the day. This is at no cost for your child.

## **WATERDAY**

A fun day to play and enjoy in the hot summer! We hire all the jumping castles and slip and slides in town for a lot of fun at school! We also enjoy watermelon or ice cream!

## **EXTRA MURAL ACTIVITIES @ BANA**

The following are available in school time for those who are interested or in need of it at additional fees:

- ✓ **KINDERKINETICS** by Ewald Hattingh( 084 373 0398)
- ✓ **MONKEYNASTIX** by Gerlize van den Berg (076 5067756)
- ✓ **KALAHARI BULLETJIES RUGBY** (078 423 9100)
- ✓ **SPEACHTHERAPY** by Lizél Saaiman (079 632 7354)
- ✓ **OCCUPATIONAL THERAPY** by Anelda Kruger (071 612 0644)
- ✓ **OCCUPATIONAL THERAPY** by Riandi Meyer (082 387 8347)
- ✓ **SPELTERAPEUT/SIELKUNDE** Antoinette van Wyk (082 382 3782)
- ✓ **SPELTERAPIE/MAATSKAPLIKE WERKSTER** Ninette Coetzee (073 235 0808)
- ✓ **NETBALL** by Teacher Heleen Aucamp (073 201 2914)
- ✓ **POM POMS** (only Grade R) by Teacher Nola le Roux (076 686 8199)
- ✓ **KALAHARI SPLASH SWIMMING LESSONS** Leandri Burger (083 271 7818)
- ✓ **MOOV TO MOVE** Wendy Bolhman (076 711 3910)

## **DAILY PROGRAMME**

### **3-5 Year groups**

7:00 – 8:00	Arival and free play in class
8:15 – 9:00	Toilet routine and morning circle
9:00 – 10:00	Outside play
10:00 – 11:30	Theme discussions, Eating, Art and Free play, Movement and Music. Each teacher decides how she will use her day. Art and Free play now form a unity and the child has a choice where he/she wants to be involved. The child can choose an activity in which he is interested. Maybe play in the fantasy corner, build blocks, draw, play with clay or water, build puzzles, or play with other construction toys or even read a book in the reading corner.
11:20 -11:45	Story time (Puppet show on Fridays) Packing away time
11:50 – 12:00	Adjourn

### **Grade R**

7:00 – 7:45	Arival and free play in class
8:00 – 9:00	Moring circle, toilet routine and eating time

9:00 – 9:30	Learning time – complete worksheets
9:30 – 10:30	Free play, Movement and Music. Each teacher decides how she will use her day. Art and Free play now form a unity, and the child has a choice where he/she wants to be involved. The child can choose an activity in which he is interested. Maybe play in the fantasy corner, build blocks, draw, play with clay or water, build puzzles, or play with other construction toys or even read a book in the reading corner.
10:30 -11:30	Outside playtime
11:30 – 11:50	Story time
11:50 – 12:00	Pack away time
12:10	Adjourn

## **MAKING & BAKING**

Children get to experience and use all their senses in the making and baking activities where they get to be creative in 'playing' with food. Classes make and bake throughout the year which they always enjoy.

## **COMMUNICATION**



With our modern technology a 'WhatsApp' group are being used by each teacher. This will be a closed group most of the times and the group is only used so teachers can keep parents informed about important happenings. We ask of you to make time and take note of all information shared here. It is important that mom and dad will be on this group so everyone is aware of what happens at school and take note about important matters. Please let us respect the teacher as well as each other on this group.

## **CLOTHING AND PERSONAL ITEMS**

Make sure that your child are dressed comfortably. Girls must always wear a short underneath their dresses. **Make sure your child's clothing and shoes are marked.** Lost clothing will be kept in the foyer. We will send photos of the lost clothing on WhatsApp group for you to identify if not marked. Unidentified clothing will be donated to those in need at the end of each term. Your child must always have an extra pair of clothing in his/her bag in case something happened that needs changing of clothes. Children must please not bring toys from home to school, (unless discussed with the teacher to help a child that has difficulty coming to school or any other reason) it just causes conflict between kids and can get lost.

## **HEADLICE**

Incase your child has any headlice he/she must please stay at home until started with correct treatment to get rid of lice and nits. If a teacher notice any signs of headlice the parents will be contacted immediately and you will have to come get your child and take him/her home. Please use the correct Lice shampoo available at pharmacies. Do not colour children's hair or use mayonaise or any other strange remedies.

## **SCHOOL READINESS TEST - GRADE R**

School Readiness tests will take place early in the 3<sup>rd</sup> term. Children will be divided in groups by their class teacher. Each child will get a personal letter in their book indicating the date they will do this test. Only 5/6 children per day will be tested. Your child can stay home for the rest of the days remaining. A fee is payable for this. The results will be given through to you. Please bear in mind that the Primary schools need this results before you can enroll your child for Grade 1. Children which has birthdays in November or December will be tested again at Kathu Primary. The school readiness test will only be available if school fees are paid up to date. There is no need to prepare for this test. The aim of this is to see where problem areas are so early intervention can take place. Parents play a vital role in school readiness. It is important that parents spend enough time with their children, play with them, read stories to them and tell them about the world around them. Teachers can only build on the foundation that parents lay down.

## **GRADE R - GRADUATION**

The Grade R graduation function at the end of the year is an incredibly special function. A lot of preparation goes into this event to make it special and memorable. Learners and parents get a chance where they can dress up and even take professional photos that can be cherished forever. We ask of each learner to donate a special story book to the class with a special message/photo of the child inside so that we here at Bana can remember you forever. At this function, the children receive a special gift that they can use in the Big School. Unfortunately, no brothers or sisters are allowed at this function. Only 2 adults per child are allowed. The amount communicated must be paid for this function to pay the bills of the decorations and food.

**\*No Child will be allowed to attend this function unless school fees are paid up to date! Please let us avoid this situation and make sure your school fees are paid.**

## **DISCIPLINE**

**Discipline are aimed to cultivate obedience and are very important in a school environment.**

**Discipline are done on a possitive manner as far as possible.**

## **DISCIPLINE CODE**

- Children must not play recklessly, e.g., throwing stones, water, tree pods or sand, hit, kick, spit or bite other children or teachers.
- Children may not climb in trees or hang on branches.
- Children may not run on cement walkways in front of the classrooms for safety reasons.
- Girls and boys are not allowed together in the bathroom.
- They may not stand on swings or swing too high or jump out of a swing while swinging.
- They are not allowed to climb up the walls or fences, or to touch electric fencing.
- Children must use the toilets and not urinate outside.
- Dirty language, swearing or finger signs are not allowed.
- Sticks, sand, or stones must not be thrown in the bathroom basins. Mud hands must be washed of by the outside tap.
- Bad behavior such as talking back, hitting, biting, or kicking a teacher or staff member, sticking out tongue or throwing toys or food are unacceptable.
- Children are not allowed to turn ropes, scarfs, or any other clothing pieces around their necks.
- Children are not allowed to wear each other's clothing and shoes or play with it.
- Children are not allowed to drink out of each other's water bottles.
- They are not allowed to walk around on the school ground with the water bottles. They must drink water in front of their own class and keep the bottles there.
- They are not allowed to bring toys from home. (Only if arranged with the teacher for a specific purpose)

Teachers will inform parents in the case where children's behavior is not under control. An appointment will be made with the principal to adress the situation and to find a solution to work on the problem. We trust that you as parent will bring your side to help us help the child.

No parents are allowed to scold at any childen at school. Any problems should be brought under the attention of the teacher who will handle the situation.

## **NO WORKSHEETS BEFORE GRADE R**

## WHY NOT?

**Worksheets and coloring books are generally considered convergent materials. They lead children to think that there is only a single correct way to use them, and they require little, if any, higher order thinking. Worksheets do not support children to be expressive. Younger children learn better when they are engaged with materials.**

Because worksheets, that are mainly a fine motor activity, must be preceded by gross motor and concrete actions. This is not just valid for worksheets; it is valid for any paperwork. Coloring in, drawing, painting...all these activities are mainly fine motor skills.

We focus on **3 stages** of learning:

- **KINISTETIC** stage (concepts are experience through senses and body)
- **CONCRETE** stage (3-D), the use of a variety of objects like blocks, bottle caps, sticks, and other objects in the environment)
- **WRITTEN PROPOSALS** (semi concrete proposal using drawings, matching cards, etc.)

Children in the early development stage (and in the foundation phase) focus are on perceptual skills. This includes (but are not restricted to) visual perception, auditory perception, smelling perception, taste perception, feel perception, body perception, spatial orientation, laterality, and temporality. This includes all the gross motor activities and all the fine motor activities.

When we look at this list with all the perceptual skills – which are especially important to the development of each child – then the picture gets clear. Worksheets are simply not diverse enough to accommodate all these needs of the developing child.

The child learns about lines, the child gets a strong waist and other muscles. They practice shoulder muscles to be able to sit up straight. The child learns about colors, the child practice with beads, washing pegs and a lot of other concrete apparatus to develop fine motor muscles. The child's eyes get a lot of practice to focus and to move from left to right, a lot of midlines crossing exercises are done the child learn about left and right, up, and down, in front, behind and the list goes on. When you then finally put a picture in front of such a child, coloring will then follow naturally.

It might be necessary to explain once off how to color and in a jiffy all the preparation (the kinesthetic and concrete experiences) in place and the child can color in and complete a worksheet.

Must we then throw away all the paperwork? No, but worksheets and any other paperwork must make out the smallest part of what your child are busy with in the pre-school years. That is why we start with worksheets in Grade R and not earlier than that.

*Fine motor skills are those muscles that help us to draw and write neatly, help us fasten buttons, and open a washing peg. We use these muscles every day and that it is just not an academic gimmick. These muscles are indeed particularly important.*

*Gross motor skills are all the movements and exercises that involve the grand muscles. This includes climbing, rolling, jumping, balancing etc. Years ago, these skills were mastered without putting too much focus on it. Children climbed trees, walk far, ran for fun, and jumped of places.*

At BANA provide enough opportunities to master all this Important skills!

*Quoted by  
"Oasis club - Yolandi van den Heever"*

We strongly believe in the MIND MOVES concepts. We do not teach children to draw. Children need to use the information received from their senses to create what their brains are aware of. We can learn a lot about the child's development by looking at their drawings and art.



*“Children’s drawings are their earliest attempts at writing and an important phase in their overall development. It is a phase when they represent what they have experienced with their senses when drawing in dry or wet sand, with water on a dry wall, or on paper. It is not easy to use stubby and clumsy little fingers (2-4 years) to say what they mean, and that is why a scribble can be a fire engine, a bat or scrambled eggs. Converting thoughts onto paper is a skill that takes years to develop and goes hand in hand with ‘reading’ their own pictures by looking at their works of art and reconstructing their own thoughts and feelings, before saying it out aloud.”*

**DR Melodie de Jager**



**AFTER CARE – “R**



After care is available at Bana that will be operating separately from Bana but by Bana Teachers. After care times is from 12:30 to 17:00. More information is available from the following teachers:

Manager: Teacher Yolanda 078 245 5822

Teacher Aida 063 868 0869

Teacher Yolandi 072 1536108

Teachers Aida, Yolandi, Yolanda rent Bana's premises and manage the aftercare as a business of their own.

After care money can be paid in cash by the Teachers or can be paid into the following bank account:

**Mrs Yolanda Claudia Mienies**

**Account number 1451391054**

**Capitec Savings Account**



**RAINBOW  
KIDS  
AFTERCARE**

**Monday- Thursday  
12:30 - 17:00**

**Friday  
12:30- 16:00**

**Open during holidays**

**R850  
per child/p.m**

For more information contact  
**Yolanda 078 2455822**

The graphic features a central teal shape with white text. To the left, there are illustrations of a child on a slide and two children on a swing set. To the right, there are four small photos of the staff members. At the bottom left, there is a larger photo of a smiling woman. A yellow smiley face emoji is positioned to the right of the graphic.

COC

**Vision**

To provide quality care and education that are beneficial to all children's growth and development throughout their lives.

**Mission**

- ❖ To provide varied and age-appropriate learning experiences for children in a natural homely environment while keeping them happy and joyful.
- ❖ To help children develop a positive self-image and learn how to manage their own behaviour.
- ❖ To help children think critically, solve problems and form concepts.
- ❖ Developing social skills in children that can prepare them for a lifetime of healthier interactions in all aspects of life.

- ❖ To grow awareness of diversity and the need to respect and care for others.
- ❖ Allowing children to move enough so the body can stimulate neural pathways for learning.
- ❖ To develop creativity in art by allowing the child to use his own imagination.



### Visie

Om kwaliteit versorging, opvoeding en ononderdige te verskaf aan leerders wat tot voordeel sal wees vir hulle groei en ontwikkeling reg deur hulle lewens.

### Missie

- ❖ Verskaf verskeie en ouderdomsgestemde leer ervarings vir kinders in 'n huislike omgewing en verseker dat kinders gelukkig skool toe kom.
- ❖ Om kinders te help om 'n positiewe selfbeeld te ontwikkel en om hulle te leer hoe om hul eie gedrag te kan beheer.
- ❖ Om kritiese denke te ontwikkel sodat hulle probleme kan oplos en konsepte vorm.
- ❖ Om sosiale vaardighede te ontwikkel wat hulle kan voorberei vir 'n leeftyd van gesonde interaksies in alle aspekte van hulle lewe.
- ❖ Om die bewusmaking van diversiteit en die belangrikheid van respek vir ander te beklemtoon.
- ❖ Om kinders toe te laat om genoeg te beweeg sodat neurale paaie gestimuleer kan word vir leer.
- ❖ Om kreatiwiteit in kuns te ontwikkel deur kinders toe te laat om hul eie verbeelding te gebruik.



## **More about BANA**

Bana Development Centre supports and educates toddlers between the ages of 3-6 years and Grade R. Our main mission is to provide a safe environment where kids can develop and grow to their full potential.

They are taken on a journey of self-development in a warm atmosphere of special understanding of toddlers. The centre fulfils in the social, physical, emotional development and psychological needs of each toddler.

Bana is an NPC organisation (Registration number 2008/015574/08) with Directors and members that help the principal with decisions of the school. Day to day management is done by the principal. Parents as well as staff members are incorporated in these processes.

Bana is looking forward and is overly excited about the future. We are watching our old scholars to see if we really made a change in their lives, as moving on to Grade 6 and 7 and later become matriculates.

History: A previous General Manager of Kumba Iron Ore wanted to understand why so little engineering bursaries are awarded each year to matriculates from the Northern-Cape. The mine wanted to financially contribute more to the secondary schools in town. A team was tasked with investigating this problem, and the answer was: EARLY CHILDHOOD DEVELOPMENT! This led to the birth of this massive community project, sponsored by Kumba Iron Ore, which opened its doors to approximately 120 learners on the 4<sup>th</sup> February 2008.

Bana started out in 2008 with six classes and 120 toddlers. Since then, two more classes were added to accommodate English toddlers in an English environment. The numbers of toddlers increased to 280 with 13 classes. 5 of these classes are English. The staff increased from 10 to 30 at present. We fulfil our task as a training center as well. From time-to-time students are taken in to assist in the classes. We are also hosting students preparing to become qualified teachers along with their studies they are busy with. We regularly get students in that come to do their practical with us.

We still manage to bring affordable education to all out toddlers. As from 2008 to 2015 funding from various companies were received. By 2015 we reached self-sufficiency.

On the educational side, we make use of a few mentors to help us with latest research and knowledge applicable in the classrooms. We are constantly busy with courses to get insight on brain development. We have a philosophy of preparing the toddlers for future learning. That we do by making the utmost use of a developmental program which includes a lot of movement. We act forensic – by searching for the back lock or developmental problem behind the behavior of a child. We teach the toddlers to be responsible for their behavior and to bear the consequences of their decisions, good or bad.

We are looking forward to taking hundreds of toddlers through our hands and to give them the input, values, and education they most need.

# BANA SKOOLLIED

## SCHOOL SONG



In Kathu het ons 'n



Kleuterskool waarvan ek baie hou.

we LEARN, we PLAY, we SING

and MOVE and have a lot of FUN !



O BANA, ja BANA

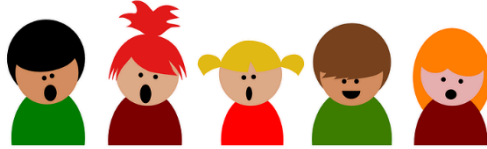
Jy's net die skool vir my !



I won't forget the JOY you put  
right into my heart !



-Renske van der Walt



# **BANA KREET/CHANT**

**Ons is in BANA  
Lekker Lekker BANA  
Ons is in BANA  
Lekker Lekker BANA**

**We Learn  
We Play  
We Sing  
We Move**

**So welkom hier by ons!**

**BANA  
((klap -klap- klap)  
BANA  
(klap -klap- klap)**

**BAAAAA-NAAAAAAA!**

-Teacher Nola le Roux-