



Oak Hill Academy & Little Bean

INFORMATION BOOKLET 2027

Little Bean Grade 00

A parent handbook for school life, fees,
routine and Grade 00 readiness.

A warm, nurturing and safe early learning environment.

At Little Bean, children build confidence through love, play, structure, encouragement and a strong foundation for further learning.

06:30

SCHOOL OPENS

08:30

CLASSES START

18:00

FULL DAY CLOSES

Fees, hours and registration

WELCOME

The first few years of a child's life are formative. Little Bean offers a vibrant, loving and homely atmosphere where children can develop a love for learning, positive self-esteem and a strong foundation for school.

Daily hours

OPTION	TIME
Half day - Grade 00	06:30 - 13:00
Full day - Grade 00	06:30 - 18:00

2027 fees

ITEM	AMOUNT
Registration fee	R850.00
Re-registration fee	R500.00
Half day monthly fee	R3 250.00
Full day monthly fee	R3 800.00

Payment notes

- Monthly fees are payable over 12 months, January to December.
- Fees are due before the last day of the preceding month.
- Payment methods: internet transfer or office cash payment with receipt before the last working day.

Registration documents

- Your child's birth certificate and vaccination record.
- Copies of both parents' ID documents.
- Two small updated photos of your child.
- Last report, where applicable.

Stationery and banking

Grade 00 stationery: TBA. Stationery is paid directly to Capmor Stationers at Randridge Mall.

Capmor: 011 792 8751

Email: admin@capmor.co.za

Banking: Little Bean & Oak Hill, Standard Bank, Clearwater Branch code 051001, Account 402216105.

Notice of termination

One calendar month's written notice is required and must be acknowledged in writing by the accounts department via email. Please do not give notice letters to your child's teacher.

00

Grade focus

12

Fee months

R850

Registration

R500

Re-registration



A structured Grade 00 day

Daily routine

06:30	Arrival, free play, breakfast, communication books and toilet routine.
08:30	Morning ring, attendance, daily devotion, weather and theme discussion.
08:45	Perceptual development: language, mathematics, educational equipment and pre-writing skills.
10:00	Snack, toilet routine and tidy up.
10:30	Outdoor play, extra-mural activities and toilet routine.
11:00	Creative activities: music on Mondays and Wednesdays, art Tuesday to Thursday, drama on Friday.
11:30	Large motor activities and PE, followed by toilet routine.
12:00	Life skills and science, class and locker tidy up, toilet routine.
12:30	Lunch and quiet time, story and free play.
13:00	Aftercare starts.

Arriving well

- Breakfast is served until 08:20.
- Please arrive by 08:30, as late arrivals disrupt the class.
- Children should bring their school bag and books every day.

Curriculum

Language arts

Linguistic development, comprehension, language and early phonics through the Letterland programme.

Numeracy

Sequential patterns, geometry, basic algebra, number sense and problem solving.

Creative arts

Painting, colouring, moulding, music, role-play and imagination-building activities.

Socio-emotional

Confidence, leadership, team involvement, positive interaction and self-reflection.

Science

Inquiry-based activities covering simple mechanics, biology, environmental science and experiments.

Motor skills

Fine motor skills such as cutting and hand control, plus gross motor skills such as balancing and team play.

Programme and rewards

Our Early Learning Education & Development programme and Montessori programme are presented during school terms. A holiday programme is offered at no extra cost.

Praiseworthy behaviour and performance are encouraged with gold stars, stickers, certificates and lots of praise.



Grade 00 is about building independence, confidence and school readiness through routine, play and steady encouragement.



Working together every day

Uniform

Summer: navy shorts, Little Bean golf shirt, white socks, takkies and a Little Bean sun hat.

Winter: navy jeans or tracksuit pants, Little Bean golf shirt, white socks, takkies, navy Little Bean jacket and hat.

Uniform can be purchased at Student's Schoolwear & Sports, Trinity Shopping Centre, Randpark Ridge. Little Bean 2 also has a second-hand shop.

Illness guidance

- Fever of 37.5 degrees or higher.
- Greenish nasal discharge or sinus infection symptoms.
- Chronic, deep or hacking cough.
- Sore throat, swollen glands, white spots or feeling unwell.
- Rash until cleared by a doctor.
- Vomiting, stomach cramps or diarrhoea.
- Conjunctivitis until treated for 48 hours with a doctor's note.
- Head lice until treated and all nits are removed.
- Flu symptoms until 24 hours after the last symptom.
- Contagious illness of any kind.

Daily requirements - Grade 00

- School bag and extra clothing and underwear, clearly marked.
- Snack and juice. No sweets, sweet biscuits, chips or fizzy drinks.
- Small plastic bag for dirty clothes.
- Water bottle, sunscreen and sun hat to stay at school.
- Plastic apron for art to stay at school.
- 400 wet wipes.

Clothes, snacks and birthdays

Each child should have a clearly marked school bag and extra clean clothes each day. Please send your child without shoes during summer months, and mark all items.

Please pack a healthy snack for the 10:00 break. Toys, sweets and chips must not be brought to school. A school snack is available at R20 if needed.

For birthdays, children may bring cake or cupcakes for the class. Birthday parties can be discussed with the teacher.

Medication, attendance and security

MEDICATION

Little Bean follows a formal Medication and Illness Management Policy. Medication is administered only when essential during school hours and written parent authorisation has been completed.

Medication must be current, in its original packaging, clearly labelled with the child's name, dosage and instructions, and handed directly to a staff member. It may not be sent in a bag, lunch box or personal belongings.

Old, unclear or other-person medication, routine over-the-counter remedies, vitamins and supplements will not be administered. Chronic, allergy, asthma or emergency medication must be discussed with the school and may require a medical action plan. Please keep medical details updated. The full policy is available from the office.

ATTENDANCE AND HATS

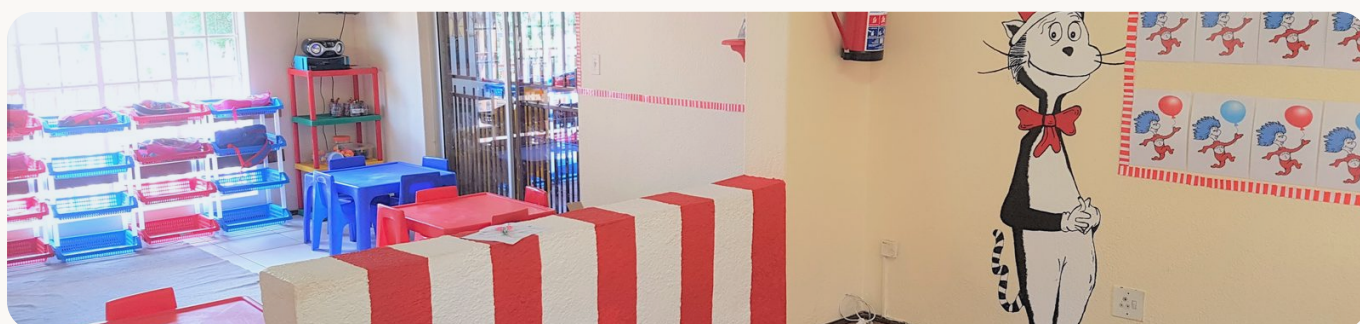
Please notify the school if your child is absent. Little Bean sun hats and sunscreen are compulsory in summer and must stay at school.

SECURITY AND CHANGES

Please hand your child to the teacher on duty. Notify us of address, phone or collection changes. Only parent phone calls are accepted for alternate collection arrangements.

Late collection fees

TIME	FEE
13:15 - 15:00	R80 or part thereof
13:15 - 18:00	R130 per afternoon
18:00 - 18:15	R130 or part thereof
18:15 - 18:30	R220 or part thereof
After 18:30	R230 per 15 min or part thereof



Useful contacts and final notes

Key contacts

Little Bean 1 - Weltevreden Park

Secretary / Principal: Euline
Office: 011 475 6867
Email: lb1@oakhillandlittlebean.co.za

Little Bean 2 - Radiokop

Principal: Debbie
Office: 011 679 2931
Email: lb2@oakhillandlittlebean.co.za

Suggestions / concerns

Debbie
084 580 6002
debbie@oakhillandlittlebean.co.za

Accounts

Anton
accounts@oakhillandlittlebean.co.za

Extra-mural activities

Registration forms are available at the first free lesson. Extra-mural fees may not be paid into the Little Bean account; payment arrangements are made with the provider.

- Playball - Roxanne Broughton: 078 474 2929.
- Ballet - Lindsey Ollewagen: 083 372 0181.
- Swimming in summer - contact school office.
- Netball at LB2 Radiokop - Sweetness through LB2.

School rules

Do not take things that do not belong to you.

Be kind and listen to teachers.

Look after toys and equipment.

Use kind language and keep bodies safe.

Do not bully friends.

Do not stand on tables or chairs.

Help keep Little Bean happy.

Follow the teacher's instructions.

Healthy snack ideas

Good options include fruit, cucumber, cherry tomatoes, whole-wheat crackers, pita bread, muffins, yoghurt with fruit, cheese, boiled eggs, hummus, tuna on crackers, cut-up chicken, fruit kebabs, popcorn, egg bread and unsweetened snack mix.

Open-door policy

Please feel free to discuss your child with the class teacher after 13:00, or contact the school secretary to arrange an appointment with the principal or teacher.



Thank you for trusting us with your Little Bean. We look forward to helping your child feel safe, confident and ready for the next step.