



Oak Hill Academy

PRIVATE PREPARATORY SCHOOL

Grade 4-7 Information Booklet

**A compact parent guide for
Intermediate and Senior Phase school
life in 2027.**

Working together we can achieve the extraordinary. Oak Hill gives Grade 4-7 learners a structured, challenging and supportive path toward confident independence.



2027
INFORMATION BOOKLET

Gr 4-7
OAK HILL ACADEMY

DBE
REG. NO. 700401395

A confident step into senior learning

WELCOME

We are delighted that you are interested in applying to Oak Hill Academy.

Oak Hill is an exciting, challenging and supportive academic environment where each pupil is encouraged to develop to his or her full potential in a loving and secure setting.

Our aim is that families join our team and help us show children that we believe in them.

Our school values every child and works to ensure that each child feels proud of who they are and of their achievements.

OUR SCHOOL

Oak Hill is known for a balanced educational programme for body and mind, heart and soul, while incorporating art, sport, community service and strong academic habits.

The Grade 4-7 years build independence, subject confidence and responsibility while still protecting each learner's emotional, social, physical and cognitive development.

VISION HIGHLIGHTS

A broad, balanced, enriched and thinking curriculum.

A happy, secure, family atmosphere.

Independent learning, self-esteem and resilience.

First-hand learning beyond the classroom.

OUR STAFF AND PUPILS

Our teachers are talented, passionate and dedicated. They create classrooms where learners are challenged academically and supported as individuals.

The heart of Oak Hill is the relationship between inspiring, caring teachers and motivated pupils who are preparing for future academic success.

CURRICULUM

The Oak Hill curriculum follows the CAPS framework. Teachers develop lessons that are relevant and exciting, using whiteboards, classroom activities and educational presentations.

Intermediate Phase learners study English, Afrikaans, Mathematics, Natural Sciences and Technology, Social Science and Life Skills. Grade 7 adds EMS, Art and Culture, Technology and Life Orientation.



WHAT GRADE 4-7 BUILDS

Subject confidence across languages, maths, sciences and humanities.

Independent study habits, homework routines and personal responsibility.

Participation in sport, culture, public speaking and school life.

Preparation for assessments, class tests, exams and high-school readiness.

Fees, hours, payment and enrolment

2027 FEES

ITEM	AMOUNT
First enrolment / Grade 1-7 registration	R2 300
Re-registration: Grade 2-7	R800
Grade 4-7 school day	R4 900
Grade 4-7 with aftercare 13:30-18:00	R6 300

SCHOOL HOURS

- Oak Hill opens at 06:30 and closes at 18:00, Monday to Friday.
- Classes start strictly at 07:30.
- Grade 4-6 ends at 13:45 Monday to Thursday and 13:30 on Friday.
- Grade 7 ends at 13:45 on Monday and Wednesday, 14:15 on Tuesday and Thursday, and 13:30 on Friday.
- Aftercare runs from 13:30 to 18:00.

FIRST ENROLMENT

- Completed, signed and dated registration form and contract.
- Two recent passport photos of your child.
- Latest report, transfer card and updated immunisation card.
- Registration fee and the first month's school fee.

PAYMENT

- Fees are payable monthly, including December, in advance, on or before the last day of each month.
- Fees remain payable when a child is absent through sickness or holiday.
- Interest or penalty fees may be added to fees paid after the last day of the month.
- If payment is missed for one month, the school may refuse entry until the account is up to date or the balance is paid in advance.

BANKING DETAILS

Little Bean & Oak Hill
Standard Bank, Clearwater Mall
Branch code: 051001
Current account: 402216105
Reference: Family number and surname

Only registration fees and school fees should be paid into the school bank account. All other payments are made to the office in cash.

LATE COLLECTIONS

TIME	FEE
14:00-15:00	R80 or part thereof
14:00-18:00	R130 or part thereof
18:00-18:15	R130 or part thereof
18:15-18:30	R220 or part thereof
After 18:30	R230 per 15 minutes or part thereof



NOTICE OF TERMINATION AND REPORTS

One government term's written notice, by letter or email to accounts@oakhillacademy.co.za, is required to remove a child from the school and must be acknowledged in writing by the Accountant. A full government term's fee is charged in lieu of notice.

School reports are issued in March, June, September and December. Parents' contact week is held once a term. Additional appointments can be arranged through the office.

School life, uniform and activities

SCHOOL DAY

06:30	School opens for early drop-off.
07:30	Classes start strictly. Learners should be settled and ready.
Break	Please pack a healthy lunch. No sweets or fizzy cold drinks.
Gr 4-6	13:45 Monday to Thursday; 13:30 on Friday.
Gr 7	13:45 Monday and Wednesday; 14:15 Tuesday and Thursday; 13:30 Friday.
18:00	Aftercare closes.

EDUCATION AND SUPPORT

Each child requires a grade-specific stationery and workbook/copies pack. Stationery can be ordered from CAPMOR Stationers.

Textbook packs for Grades 4 to 7 are purchased according to the 2027 booklists from PNA, Featherbrooke or Book Bound in Randburg. Second-hand textbooks may be available through the office.

Oak Hill offers extra academic lessons and remedial classes where needed.

OUTINGS AND REPORTS

Outings and events are included in school fees, except Grade 7 camp. Outstanding fees may prevent participation. School reports are issued each term.

UNIFORM

- Summer: light blue short-sleeved shirt with badge, stone skirt or Bermuda shorts/chinos, navy cap, compulsory blazer, socks and black shoes.
- Winter: long-sleeved light blue shirt with badge, stone pants/chinos or navy stockings and skirt, navy jersey, tie and compulsory blazer.
- PT: white golf shirt with badge, navy shorts or tracksuit, white ankle socks, white takkies, navy cap and tog bag.
- Large navy backpack with school badge is required.

Uniform supplier: Student's Schoolwear and Sport, Trinity Village Mall, Knoppiesdoring Avenue, 011 795 4305.

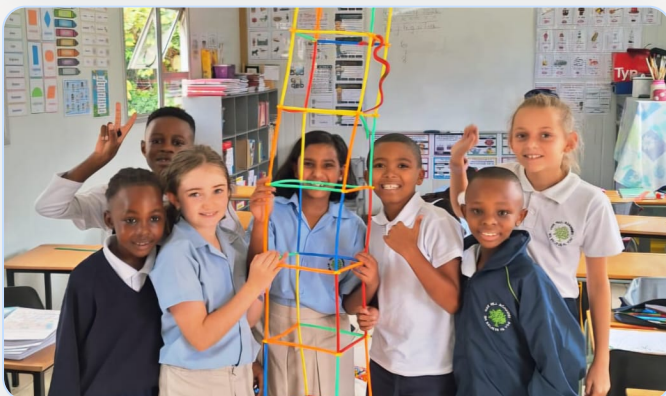
TO BRING FROM HOME

- Two recent small photographs: one for the class teacher and one for the office.
- Plastic painting apron to protect the uniform.
- Grade-specific stationery and workbook/copies pack.
- Textbooks according to the 2027 booklist.

HOMEWORK AND EXTRAS

Homework is sent home every Monday and must be completed, signed and returned to class every Friday.

Extra academic support is available in English, Mathematics and Afrikaans. Extra murals include netball, chess, hockey, athletics, rugby, cricket, drama and public speaking, soccer and swimming.



DAILY EXPECTATIONS

Pupils must wear full uniform neatly and with pride, both at school and in public. Shirts must be tucked in, shoes polished and coloured shirts may not be worn under school shirts.

Hair, nails and jewellery must follow school rules. Please ensure your child brings his or her school bag, stationery and books every day.

Blazers are compulsory and must be worn on Mondays, Tuesdays and Thursdays.



Health notes and useful contacts

ADMINISTRATION AND SAFETY

- 1** Notify Oak Hill immediately of any change in address or telephone numbers.
- 2** Please escort your child into the property and hand him or her to the teacher on duty. Do not allow anyone to enter with you.
- 3** Let us know by phone call or written notification when someone else will collect your child. Only a call from parents will be accepted.
- 4** Children with contagious illnesses, head lice or fever must stay home until well enough to return. Vaccinations must be up to date.

MEDICATION

A medication release form must be filled out with the parent's name, amount and dates to be administered.

All medication must be kept in its original container. Ask your child's teacher where the medication release forms are located.

SUPPLIERS AND EXTRAS

Stationery packs can be paid on collection or by EFT before collection. Textbooks may be bought new or second-hand where available.

- Uniform: Student's Schoolwear and Sport, 011 795 4335.
- Stationery: CAPMOR Stationers, 011 792 8751.
- Textbooks: PNA, 011 958 0499; Book Bound, 011 792 5743.
- Transport: Rekha 084 607 5502; Jabu 074 640 9846.

KEY CONTACTS

OHA Radiokop

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

Principal

Tamsyn
Office: 011 679 2931

Suggestions / concerns

Debbie
084 580 6002
debbie@oakhillandlittlebean.co.za

Accounts

Anton
accounts@oakhillandlittlebean.co.za

CAPMOR Stationers

Randridge Mall
011 792 8751
admin@capmor.co.za

Transport

Rekha: 084 607 5502
Jabu: 074 640 9846

SUBJECTS

Languages

English and Afrikaans.

Core

Mathematics and Natural Sciences.

Humanities

Social Science: History and Geography.

Grade 7

EMS, Art and Culture, Technology and Life Orientation.

SCHOOL COMMUNICATION

Please contact the office for an appointment with the class teacher or principal if you would like to discuss your child's progress outside parent contact week.

Facebook: <https://www.facebook.com/oakhillacademy.co.za>

WHEN TO KEEP YOUR CHILD AT HOME

Fever of 37.5 degrees or higher: keep your child home for 24 hours or until the fever subsides without medication.

Vomiting, diarrhoea, severe stomach ache, contagious rash, pink eye, flu symptoms or head lice require time at home.

Green nasal discharge, chronic coughing, sore throat or ear infection may need medical advice before returning.

A doctor's note is needed if illness causes missed assessments, cycle tests, exams or class tests.