



Dear Parents and Staff

The last 4 weeks of term are upon us. Please take note of the following for the week ahead as well as Parent/Teacher meetings which commence on Monday 13 March.

### **1. Safety and Security - Main Entrance Gate**

Thank you for your support regarding the implementation of the locking of the main entrance gate. It has been well-received and is working well. We will continue to assess and, if necessary, refine the process, bearing in mind that the primary reason for the locking of this gate is one of safety. Please remember that the office gate will remain open after 08h00 – our front-of-house looks directly onto the pathway so we are able to man this gate more effectively.

### **2. Parent/Teacher Meetings**

Parent/Teacher meetings commence on 13 March 2017. Kindly note the following:

- Pre-Primary - Schedules have been placed at the entrance to the Pre-Primary classes. Kindly fill in your details for the time that suits you best.
- Elementary - Schedules have been placed at the entrance to the Elementary classes. Kindly fill in your details for the time that suits you best.
- Middle School - Meetings to take place in the 2nd term, 24 - 26 April
- High School - Meetings to take place in the 2nd term, 24 - 26 April

### **3. Parking Protocols**

We have a parking duty roster for the remainder of the term and ask that you abide by the "rules" of our parking area and show respect to the staff who assist in this regard. It has been brought to our attention that there are a few vehicles parking down the lane near Stir foods. Please note that this is not allowed - we cannot have moving traffic in this area as there are many small children walking to the main gate, some of them unattended as they work on their independence, and this should be a car-free zone. Please park only in the appropriate areas.

### **4. Planned Evacuation**

For your information, and to avoid any miscommunication (or even alarm) about what will happen at school on Friday, please note that we have a planned evacuation taking place on this day at 10h30. Please see attached document outlining further detail in this regard.



## 5. Sharon Caldwell

Sharon Caldwell is back at Newberry House next week. As per the calendar, we will be holding a Parent Education evening on Wednesday 16 March from 18h00 - 20h00 at which she will address the topic of "Independence and the Montessori Child". She will also spend some time looking at the way in which families can support what happens in the Montessori classroom at home.

The venue will be communicated on Monday next week.

## 6. Calendar Items

- Our ever popular Sports Day has been moved from 30 March to Friday 21 April in the 2nd term
- Kindly take note of the Public holiday on 21 March, the day preceding which is also a school holiday. Aftercare will also not be open on those days. Please make necessary arrangements for your child/ren should they use the Aftercare facility.

## 7. PA Committee Elections

It is time to start the election process for the new parents' association committee.

This week sees the start of the nomination process. You should have received an email with detail as it pertains to the process, and we look forward to your positive participation. Kindly note that this nomination process ends on Friday 10 March at noon - 12h00.

## 8. General

- Tuesday 25 April, early in the 2nd term, has been set aside as a possible date for Ann-Mari von Bergmann, an audiologist, to visit the school to perform Hearing Screening tests at a cost of R 50.00 per child. If you are interested in having your child's hearing tested, kindly complete the form attached and return to your child's Directress/Director or the office before the end of term. Ann-Mari can only do this at the school should there be sufficient interest.
- Entrepreneurs Day is scheduled for the last day of term 31 March 2017. The children are hearing about this in class and receiving encouragement and support as they plan for this fun day. We will send out a specific and detailed email about the event through the course of this week.

All the best for a safe and productive first week of March.