



# LOFLAND

## MONTESSORI PRIVATE NATURE SCHOOL

### 1. WELCOME

Welcome to Lofland Montessori Private Nature Preschool. As parents feel free to feel at home here at our farm school.

Collaboration and mutual trust are the cornerstones of successful education. This document of information contains everything that is necessary to make your toddler feel at home and to set your mind at ease from all your uncertainties.

Communication between school and you as parents is indispensable. We see happiness and well-being of your toddler at the utmost importance. Feel free to discuss any uncertainty with the staff.

Read carefully and keep this document as you can refer to it at any time if you are uncertain about anything.

We depend on your cooperation and we assure you of our very best. We intend to always ensure the optimal overall development and happiness of your toddler.

### 2. MISSION

The school aims to establish a positive, Christian, loving, warm and safe atmosphere so that the toddler can develop optimally in all aspects of humanity.

### 3. THE NATURE OF ACTIVITIES

All activities are presented from a Christian life perspective, with the Bible as a guideline.

Toddlers learn that they are special and therefore all activities are offered to suit every child's level of development.

Although a structured program is offered, all activities are created that the toddler can print his own stamp on it. Creativity and originality are the starting point.

### 4. MONTESSORI CLASS ROTATION

Learners aged 3 – 6 years rotate classes. This rotation is between 3 classes. Math and Science class, Literacy class and Art and Music and Physical class. Each of these classes are equipped with all resources and equipment needed to effectively and efficiently lead learners to explore and develop in each focus area.

Rotating classes helps keep our little ones interested and focused for longer due to the change of scenery and lesson objective.

## **CURRICULUM**

At Lofland Montessori Private Nature School, Afrikaans and English are the mediums of instruction. We do not have TVs in our classrooms as this is not beneficial for the development of our learners. We do use theme-based resources if needed that might be in the form of a video to watch. We use music, song, dance and reading.

## **TODDLER FOCUS AREAS**

### **Manipulative exercises:**

A variety of exercises including threading, bead stringing and puzzles help toddlers develop hand-eye coordination.

### **Practical Life:**

Material to help children to take care of themselves and to take care of the environment (house work), farming feeding our little animals and water our plants. Also having compassion and helping friends.

### **Language:**

Development of language skills – spoken vocabulary – enrichment exercises that include reading books and other activities, including art and music,

The Montessori Directress and her assistant nurture the child's natural curiosity and love of learning.

## **PRE SCHOOLERS AGE 3 - 6**

The primary goal of the Lofland Montessori School is to help each child reach full potential in all areas of life. The program promotes the development of intellectual, emotional, physical, creative, and social independence.

Children of different age groups have separate learning periods as well as periods where we they are different ages. The practical experience is priceless. The little ones observe how beautiful the older children work and try to copy them. The older children love to "play teacher" and by doing that they internalize the knowledge they already have. They also learn to take care of the little ones.

The children work individually with the material and develop at their own pace. While also having structured classes daily.

Our school has the Montessori characteristics:

- All materials are accessible, they have access to our library and Science Zone
- The materials are neat and orderly,
- Everything is complete and Subject orientated.
- The activities are graded from easy to difficult,

- Only purposeful activities are presented
- Freedom – Dr Montessori was an advocate of allowing the children freedom of movement in the school. The children are free to work at their own pace with materials they have chosen, either alone or with friends. The children have freedom within limits. There is a set of rules that should be obeyed. The children should have respect for each other and for the environment.

The teacher observes the children to determine which new activities may be introduced.

## **OUR 6 AREAS OF DEVELOPMENT**

**Practical Life:** Practical life enhances the development of coordination, self-sufficiency and manipulative skills. They learn to take care of themselves, to take care of the environment, exercises of Grace and Courtesy and coordination of movement.

**Sensorial:** The Sensorial area allows children to order, classify and describe sensory impressions in relation to length, width, temperature, size, colour and more.

**Language:** The Language area includes development of speaking skills, writing, reading and grammar. We cover English, Afrikaans & Mandarin as an Extra subject.

**Mathematics:** The Mathematics area helps the children to recognise and internalise the concepts of numbers, symbols, sequencing and operations.

**Gross Motor Development:** The Gross Motor Development area assists children in developing crucial motor skills.

**Cultural:** In the Cultural area we cover the following subjects: Geography, Botany, Zoology, Art, Music, Science and Technology.

## **Gr R LEARNERS**

Our Gr R learners do Caps Rainbow Books as Gr 1 preparation.

Learning to read and write course places an emphasis on listening, speaking and reading. Students beginning their schooling journey will learn to blend sounds, decode unfamiliar words by breaking them down into sounds, and read a simple story.

## 5. SCHOOL FEES

School fees are paid in advance. It will be paid for 12 months of the year. School fees must be paid before the Third of each month.

An amount of R 1000,00 is required for registration.  
Stationary package can be Purchased at School

The registration fee is payable regardless of whether the toddler attend the nursery school part-time or full-time.

CHILD PER MONTH: SCHOOL FEES      TIMES: 06:00-13: 00 at R1500-00

Includes breakfast and lunch daily.  
Daily snacks and juice can be added for R 400,00 per month.  
2 snacks needs to be sent daily from home

CHILD PER MONTH: SCHOOL FEES INCLUDING AFTERCARE

TIMES: 06:00-17:30 at R2000-00

Includes: Breakfast and lunch daily  
Daily snacks and juice can be added for R 400,00 per month.  
2 snacks needs to be sent from home daily

Day rate (Full) (Breakfast and lunch included)  
06:30-17:30 h00 at R100-00

## BABY UNDER 6 MONTHS

FULL DAY R2500-00  
HALF DAY R1800-00

## BANKING INFORMATION

You can pay the school fees cash at the office or  
Bank details are as follows:

Name of account: Lofland Montessori (Euro Group of  
Companies)  
Bank: FNB  
Order number: 63022908933  
Type: Cheque  
Branch code: 250655

If your child is absent due to sickness or leave of absence from the parents, the parent is still responsible for the full payment of the school fees for that month.

If you leave Lofland Montessori Private Nature School, you must give a month notice in advance in writing. December requires full payment as stated for National schooling processes.

## 6. . WHAT DOES MY CHILD NEED?

### **BABIES UNDER 8 MONTHS**

#### **DAILY**

Daily nappy bag  
Purity or similar when needed.  
Formula milk

#### **MONTHLY**

1\* Milton's box monthly  
2\* Wet wipe packets  
2\* Rolls of toilet paper  
1\* liquid soap

#### **QUATERLY**

1\* Box of tissues  
1\* bottle of liquid soap

#### **AT REGISTARATION**

5 L bucket for sterilizing  
1\* teething ring  
1\* Rattle toy  
1\* duvet set  
1\* Blanket

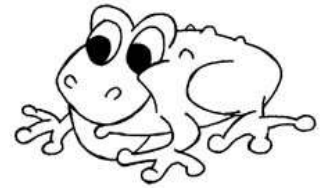
### **BABIES 9 MONTHS TO TODDLERS 18 MONTHS**

#### **DAILY**

Daily nappy bag  
With 2\* extra sets of clothes  
One or two snacks daily  
Formula milk, tea or other

#### **MONTHLY**

1\* Milton's box monthly  
2\* Wet packets of wipes  
2\* Rolls of toilet paper



## **QUATERLY**

- 1\* Box of tissues
- 1\* bottle of liquid soap
- 1\* Sunscreen

## **AT REGISTARATION**

- 2\* Panado or similar to keep at school
- 1\* Allergies or similar to keep at school

## **TODDLERS 2 - 3 YEARS**

### **DAILY**

- Daily nappy bag or school bag
- Sunscreen
- Water bottle
- With 2\* extra sets of clothes
- Formula milk, tea or other

### **MONTHLY**

- 1\* Milton's box monthly
- 2\* Wet wipes
- 2\* Rolls of toilet paper

## **QUATERLY**

- 1\* Box of tissues
- 1\* bottle of liquid soap
- 1\* Sunscreen

## **AT REGISTARATION**

- 2\* Panado or similar to keep at school
- 1\* Allergies or similar to keep at school

## **KIDS 3 TO 6 YEARS**

### **DAILY**

- School bag
- One set of extra clothes
- 1\* hat
- 1\* sunscreen
- 1\* water bottle
- We only give water at school

## **MONTHLY**

- 2\* Wet packets of wipes
- 2\* Rolls of toilet paper

## **QUATERLY**

- 1\* Box of tissues
- 1 bottle of liquid soap
- 1\* Sunscreen

## **AT THE BEGINNING OF THE YEAR**

- 2\* Panado or similar to keep at school
- 1\* Allergies or similar to keep at school

PLEASE NOTE: No toys are brought from home. This infinitely causes unnecessary problems – We have enough activities to keep the toddlers busy. If the school's toys arrive at home, we would appreciate it if you will return it to us. If a toddler damages or breaks school equipment or property, the parent accepts the responsibility to repair or replace it.

## **6 DRESSING YOUR TODDLER**

**School uniform will be worn on Mondays, Thursdays and for school outings**

### **SCHOOL UNIFORMS**

**School uniforms are compulsory on Mondays and Thursdays. The rest of the week pupils are allowed to wear either their uniforms or comfortable clothing. Uniforms are available to purchase at the school.**

### **Pricelist**

#### **Available at school**

Other days of the week please dress your child in comfortable clothes that may become "DIRTY". No-one can be held back from any game because of Mom who said, "I'm not getting dirty". (This causes emotional problems)

Please note our bicycle trail is off-road and your child will be dirty most days as we have an active approach to education.  
Dress your child in basic T shirts nothing fancy.

In summer, shoes are not unnecessary. Please remember:

When it starts getting cooler in the morning and getting warmer clothes, make sure they have something underneath so that they can take off the sweater / jacket / sweat suit when it gets warm later at playtime.

Please remember to add sunblock for the toddlers in the summer.

PLEASE NOTE ALL PERSONAL BELONGINGS SHOULD BE MARKED:

- \_ Shoes
- \_ Socks
- \_ Jerseys
- \_ lunch boxes and lids
- \_ bottles and lids
- \_ Schoolbags, etc.

We try to teach the toddlers to keep all their belongings in their compartments. Please also pay attention and remind your toddler.

WHAT YOUR CHILDREN NEED:

- 1 set of clean clothes
- Extra pants (as you think are needed)
- Please remember the wet wipes and toilet paper at the beginning of each month

## BIRTHDAYS

Every child's birthday is something special and a fuss is made on the day of his / her birthday.

We will be partying, and everyone is participating. Do not buy expensive eats, cake and / or ice cream is sufficient. If you want to make a package for each toddler, you are welcome. You as parent are welcome to attend the party.

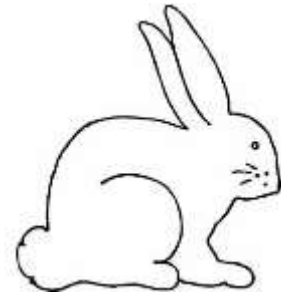
We have a jumping castle that we use for the party time (if arrangements are made.

Here are some suggestions on what to bring.

- rectangular cake
- 1 "Cupcake" or other cookie for each
- Plug or fizzer or some loose sweets for each

The following is unnecessary:

- X** Tables and glasses - enough in class
- X** Balloons - it's dangerous



## 8. MEDICATION

Remember that a toddler who is ill does not benefit at school and should stay home.

All medication must be given to the teacher. A note will be made against the fridge when the toddler must take the medication. Please write your toddler's name on the medication.

Important: Medication may not be left in the toddler's bag.

The provisions of the 1977 Health Act on the exclusion of a child from the school due



to contagious disease stipulate that you as parent have the responsibility to:

- i) Notify the school of the infectious disease
- ii) Keep the toddler at home until he has recovered in order to attend school again.
- iii) Please notify us by email. A text message if your toddler is ill.

## **9 COMMUNICATION**

Good communication between the home and the school is very important for a good relationships and peace of mind among toddlers, parents and teachers.

In the morning, the following communication opportunities can be used:

Accompany your toddler and hand him / her to the teacher. In this way you can discuss any problems with your toddler's teacher in the interests of your toddler (such as illness, a dad who is away due to working conditions, a bad night). This will enable the teacher to understand abnormal behavior and give extra attention.

Books: When you can't talk for themselves, please write a letter and ask your toddler to show it to the teacher.

Phone: The best time to call the school is between 08:00 and 08:45 and then again 12:15 and 13:30.

## **CONTACT NUMBERS**

### PRE SCHOOL CENTRE

Centre Manager – 078 239 2997

Or relevant teacher

## **10 TEAMWORK**

The teachers' most important means of communication are WhatsApp notifications. It sets out the following:

- The specific theme of the week we worked on
- Requirements the toddlers need
- Recommendations
- Events, dates and times

Please be punctual to:

i) Mark off the date and time on your calendar

ii) Answer slips can be filled in and returned (remember to keep the top information for yourself)

Toddlers are not allowed to go on outings if slips are not returned. Please keep to the prescribed dates.

Every parent has to purchase and cover a small booklet (A5 hard band) for his toddler with his / her name. The booklets come to school on Fridays and are then returned with a letter in it. Feel free to write any message in the book at all times. If the toddler gives the teacher the book, she can report back.

## **11 PROGRESS REPORTS**

Evaluation of toddlers is done on a continuous basis. Every child 2 years and older receives a progress report at the end of each term. Parents can see what aspects of the toddler's development still need attention.

## **12. Seeds for our garden**

You are welcome to bring seeds to school to ensure our vegetable garden grows

Other gardening equipment also welcome

Tools

Pots

Seeds

Covers

## **13 WE WELCOME THE FOLLOWING ARTICLES PARENTS NO LONGER WANT**

We will kindly appreciate the following waste material used for creative activities:

X-rays

Feathers

Plastic bottles

Corks

Packing materials

Brown Paper

Straws

Brown round buckets

Material- especially special textures

Soft thread

Toilet rolls

Ice cream sticks and spoons

Empty boxes - small species are rare. Leeks of empty cans, all sizes. Dried, used tea leaves.

Polystyrene

Shells

Sponge

Cardboard

Dry egg dumps

Pieces mat and tiles

Bottles

Waste pieces ribbon, lace

Seeds, small and large

Wallpaper

Buttons, beads and glitter

Margarine

Waste wood for woodwork

Confetti

Any other disposable items we may use.

## 14 ARTICLES FOR FANTASY PLAY

- Handbags
- Shoes
- Beads
- Scarves
- Shells
- Old concert clothes
- Smaller baby clothes that are no longer used for doll play
- Any toy that has a nuisance at the house and is still in good condition.

## 15. NOTICE PERIOD

Notice period – if for any reason your child will need to leave Lofland Montessori a notice period of 30 days (one month) will be required.

## 16. HOLIDAYS

Lofland Montessori Private Nature School will be open during the April, July and September holidays. During December holidays, Lofland Montessori Private Nature School will be closed. Lofland will close in December 2024/ 2025

## 17. GENERAL

The parent acknowledges that school staff are not liable for death or injury or any damage or loss that may arise from the participation of the toddler in any school activities, whether curricular or out-curricular.

The parent (s) hereby confirm that:

Φ The school provides a service to the community in which it is located.

Φ He / she / they relate to the ethos of the school - in particular his Afrikaans and English Christian character, historical and modern cultural nature - which is practiced throughout all school activities.

Φ Will not claim alternative language of instruction, religious education or cultural education for his/ her toddler.

The nursery school reserves the right to ask the parents of any toddler who's behavior is such that it overrides the nursery's discipline to keep the particular toddler at home.

If parent (s) residence or work address or telephone number changes, please inform the school without delay.

### Extra Mural activities

Activity	Ages	Cost
Toddler Self-defense (little Ninjas)	2 to 6 years	Price to be confirmed January 2024
Monkeynastics	M	Price to be confirmed January 2024
Horse Riding classes	2 to 6 years	Price to be confirmed January 2024
Playball	3 to 6 years	Price to be confirmed January 2024

Robotics and coding	3 to 6 years	Price to be confirmed January 2024
Sport skills and fitness (Rugby, cricket, hockey netball)	3 to 6 years	Price to be confirmed January 2024

## **2022 IMPORTANT INFORMATION**

### **Pick up times –**

Please note that there will be a R50,00 fine for every 15 minutes you are late during pick up times.

Half day students pick up time is 12:30 to 13:00

After care closes strictly at 17:30.

Fines will apply for half day and full day students

**Kind regards**

**Lofland  
Management**