



## **NEW PARENTS LETTER**

Dear Parents

Greetings.

Welcome to Daybridge International high school. We would like to thank you for entrusting your child's education with us. We trust your child will be very happy and successful at our school.

### **Lists**

Please find the following attachments:

- School calendar for 2025
- Fee structure for 2025
- Contract of payment 2025
- Calendar of important dates 2025
- School uniform list 2025
- Subject Choice Form – must be submitted with the Enrolment Form
- Textbook list 2025
- Stationery list 2025
- Timetable 2025

### **Textbooks – (prices subject to change)**

Textbooks can take six weeks before delivery. Therefore, it is vital to order well in advance.

All money is to be paid into our school account in advance. Alternatively, you may send cash.

Send an email with a list of textbooks you are purchasing.

If you would like the option of second-hand textbooks, please email a request for them and follow up before 11 November 2024. Otherwise, you will have to wait until January 2025. (Open day)

Teachers will only photocopy out of the textbook until the end of February 2025.

If you have not ordered and paid for textbooks by the end of February, R1 will be charged per page of the textbook. All other copies are free.

### **Stationery (list provided)**

Ensure that your child has the required stationery for every subject.

The maths calculator: Casio FX82 ES plus (the only one permitted)

**PLEASE ENSURE THAT EVERY ITEM AND TEXTBOOK IS CLEARLY MARKED WITH YOUR CHILD'S NAME.**

### **Times**

School commences at 8:00 (every day) and ends at 14:00. On Friday, school ends at 13:45.

Please ensure that your child is at school timeously. Late-coming is disruptive to the whole school and children miss out on important announcements in our morning assembly: Monday, Tuesday, Thursday.

Registration – Wednesday

Friday – timetable starts at 8:00

### **Uniform**

The uniform is as follows, with logo:

- A Cotton T-Shirt with options of White or Royal Blue – R260
- A Golf shirt with options of White or Royal Blue – R360
- A Black Hoodie – R480
- A Bomber Jacket set colours Royal Blue and Black – R680

Bottoms must be plain denim/navy, black, grey or white. Skirts and shorts need to be no more than four fingers above the knee.

Shoes – comfortable.

All children must be in uniform by 31 January 2025. If they don't have a uniform when school starts –they must wear a plain white shirt in the interim.

### **School Fees**

School Fees are paid up front. Therefore, fees are payable on 1 January 2025.

Fees must be paid by the 7<sup>th</sup> of the month otherwise a late penalty fee will apply and possible suspension.

The registration fee is R2000.00. Registration fee is payable annually.

We accept payments in the form of cash, card, or EFT.

### **Subject Choice forms**

Please fill out the subject choice form and return to the school with the enrolment form.

We need to finalise subject lists before the timetable can be finalised.

### **School reports**

Please email a copy of your child's end of year report. They are needed in order for your child to be placed into the correct phase according to subjects.

### **Early Leave**

No child may leave school premises during school hours without notification by you – preferably an SMS on my phone in the morning, so we can write their leave slip. Your child has to wait inside the main gate for you. Please inform the office if your child is going to be late.

### **Open Day Friday 9 January 2025**

Open day is for new and existing parents.

Time: 8:00 – 14:00. All are welcome to attend.

### **Tuckshop**

We have a tuckshop.

### **Newsletters**

You will receive a newsletter every month via email. Please inform the office if you need it in hard copy or if you are not receiving communication from us.

### **Any queries**

Please don't hesitate to phone me on 083 947 7581 anytime.

For uniforms and textbooks, please phone the office between 8:00 and 14:00 on our landline

011 672 1036.

Alternatively email [admin@daybridge.co.za](mailto:admin@daybridge.co.za) / [sue@daybridge.co.za](mailto:sue@daybridge.co.za)

Accounts department: [accounts@daybridge.co.za](mailto:accounts@daybridge.co.za)

Elke: 082 927 4222

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