

Evergreen Learning Centre – A Place of Growth



to our 2026 Evergreen Family

Please be so kind as to read through A-Z information for next year.

Aim: Our main **aim** at Evergreen Learning Centre is to educate our learners in totality. We place equal value on cognitive, affective and physical education. We aim to provide a healthy, happy and safe learning environment. Each learner is super-special and unique; our Teaching Team embrace diversity.

Background: Evergreen Learning was established in 2014. Since starting my teaching career, I have dreamt of the honour of having an educational facility especially for little learners, where all learners are welcome to blossom and grow into who they are destined to become. Evergreen Learning Centre is a dream come true. The majority of our teaching team have been a part of Evergreen since inception.

Curriculum: We follow a theme-based **curriculum** that is approved by ISASA. We teach all outcomes through a weekly theme. Learners thrive when cross-curricular teaching is achieved. Our Buds/Grade 00 and Flowers/Grade 0 Class learners utilize a reading program and workbooks that are approved by ISASA. Please visit the ISASA web page for further information. (www.isasa.org)

Develop: Our Class Teachers and Class Assistants focus on **developing** necessary skills in each one of our unique learners. We have set outcomes for each age group/class. All development is assessed through continuous assessment. These assessments are communicated in our Progress Reports. These are issued in June and December.

Effective: Our Teaching Team plan activities and lessons, **effectively**, in order to meet the needs of all different kinds of learners. Namely auditory, visual and kinaesthetic learners. We acknowledge that each learner learns in their own way and at their own pace.

Festivals: We celebrate the following **festivals** at Evergreen Learning Centre; Valentine's Day; Easter; His Majesty's Birthday and Christmas. We celebrate our learners' birthdays by singing for them during Assembly. If you would like to share your child's birthday with his/her class during the school day, please let us know the day before. Please may we ask that you send cupcakes/party packs instead of cake. We will host the event on your behalf and send you a video and photographs via what's up.

Games: Playing **games** is something every child, everywhere in the world can do. It fuels curiosity, sparks creativity, and inspires a lifelong love of learning. Children who play, pick up all kinds of skills to thrive today – and lay the foundations for a happier, healthier life in the future. We love to play!

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Healthy Habits/Homework: Both our Buds/Grade 0 and Flowers/Grade 00 Class Learners participate in **homework** activities. The reason we facilitate homework activities is to help our learners to develop healthy learning habits. Every Primary School expects Grade One learners to complete **homework** tasks. We issue an activity to be completed at home every Monday. This practice aids with easy transition from Grade 0 to Grade 1. Our Flowers have a homework activity and a reader. *(This also helps to prepare our families to assist their children with homework.)*

Important: Our Learning Centre Rules are **important**. Please revise our Code of Conduct. We will send you a soft copy every term. If we all adhere to our Learning Centre rules, we will all have a harmonious, happy learning environment. Please adhere to your child's drop-off and collection times.

Journey: We are so honoured and thankful to be an integral part of your child's educational **journey**. We would like to thank you for giving us this opportunity.

Kindness: In a world where you can be anything, be **KIND**. Part of our discipline policy is teaching learners to be kind, respectful and to make good choices. We follow a positive approach towards discipline. Our learners are taught that there are good/bad choices. Every choice has a consequence. We only use positive and constructive disciplinary measures. Families of learners who have a challenging time with our discipline policy will be contacted directly.

Love: We cultivate a **love** for learning by helping learners to discover their passions; providing hands-on experiences; providing fun-filled learning activities, demonstrating passion for learning; hosting class discussions and being supportive.

Mid-Term Break: During every term, we host our **Mid-Term Break**. Mid-Term Break is usually over the course of a week period. Our learners are still growing and benefit from having a rest.

Need: Our learners **need** a labelled back pack, hat, snack box and water bottle. Please ensure that all your child's belongings are **clearly labelled**. Please send a labelled zip lock bag with an additional set of clothes that we can keep in your child's locker. If your child is potty-training, please send nappies, wipes and bum cream that we can keep in class. Our Class Teachers will contact you when a refill is necessary. All stationery needs are catered for and included in school fees.

Open-door policy: We follow an open-door policy at Evergreen Learning Centre. We encourage parents/guardians to contact us during working hours; 7h00am -17h00pm. If you would like to speak with your child's Class Teacher/Principal, please **contact us** to set up a **meeting**. We are with our learners during the school day and we are only available to meet with you after the school day. Our School Cell Number is 7696 4101.

Platform: We use this '**what's up**' platform as a mode of communication. Each Class has a what's up group. Weekly news will be sent out on Sundays. Every Sunday we also send a story/information booklet. Please **share these stories/booklets** with your child. There are numerous benefits of reading to your child, including, developing language skills, increased concentration; forming a special bond with your child. Only our Buds and Flowers Class learners have Communication Books. These books will be sent home every Monday with weekly homework.

Queue: No-one likes to be in a **queue**. Please adhere to drop-off and collection times for your child's class. If we adhere to the allocated time slots, we will avoid having queues in our drive way.

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Age:	Class Name:	Drop- off Time:	Collection Time:
5-6 years	Flowers Class	7h30 -8h00	13h00 -13h30
4-5 years	Buds Class	7h30 -8h00	12h30 - 13h00
3-4 years	Blossoms Class	8h00 – 8h30	12h00 – 12h30
2-3 years	Seeds and Sprouts Class	8h00 – 8h30	11h30-12h00

Respect: Please be patient during Drop-off and Collection Times. Please speak to our Teaching Team with **respect**. Our Team will collect your child from your vehicle during Drop-off Time and we will bring your child to your vehicle at Collection Time. **We charge E10.00 for every 30minutes after 13h30pm.**

Please collect your child on time. Our team takes pride in providing a clean learning environment and we are unable to clean thoroughly if we have learners to tend too.

Sleep: Learners aged between ages 3 to 5 require 10 to 13 hours' **sleep**. Children thrive when they have a regular bedtime. Children who get enough sleep have a healthier immune system, and better school performance, behaviour, memory, and mental health. Sleep deprivation can cause irritability, difficulty concentrating and obesity.

Team work: We look forward to partnering with you and your family to work together towards the common goal of educating your child. The **relationship between parents and teachers** is a vital component of your child's educational journey. By providing guidance and fostering positive communication, parents and teachers create a powerful support system that nurtures a child's growth and development.

Uniform: We do offer **uniform** for those families who would like to order uniform. We have a track suit, T-shirts, Caps, Lunch Cooler, Back packs and Water bottles available. Uniform orders are placed annually. **We will send forms at the beginning of the year. Please tick which items you would like to order and attach the exact amount of monies. Monies are directly forwarded to our supplier.**

Visitors: Please note that we **do not permit visitors** to enter our Learning Centre during the school day. Parents and visitors are welcome after 13h30pm, once our learners are at home. We do permit our Teachers who offer enrichment activities to visit and provide their activities. Each one of these Teachers have a contract of agreement with Evergreen, where we have stipulated our rules and regulations regarding our learners' safety.

Water: We do provide **tap water** for our learners during play time. If you do not permit your child to drink tap water, please inform us and ensure that they have sufficient water packed from home, to stay hydrated throughout the school day.

Xtra- Mural Activities: As part of your child' s educational journey, we offer enrichment activities at Evergreen Learning Centre. Please note that these activities are facilitated at Evergreen by members in our community. **Please communicate with respective coaches/teachers directly.** We will send more information about ballet, dance and swimming in the New Year.

Year: Please see our **yearly** calendar attached. This is going to a great year!

Zoom: Time flies when you are having fun. This year will **zoom** by. Hold your child close and breathe them in. Today's become tomorrows at an alarming rate.