



ALEXANDRIA CHRISTIAN ACADEMY

Dear Parents/Guardians

STATIONERY REQUIREMENTS FOR HIGH SCHOOL 2025

Please make sure that all stationery and personal belongings are clearly marked with your child's name.

The following items are compulsory and must be handed to the Learning Centre monitor by the end of the first week of school.

- 3 reams A4 photocopy paper
- 8 rolls toilet paper
- 2 liquid hand soaps
- 3 boxes tissues
- 6 HB pencils
- 6 black or blue ballpoint pens
- 1 red pens
- 1 pair scissors
- 1 ruler
- 2 erasers
- 1 sharpener
- 1 large glue stick
- 1 mathematical instrument set
- 1 Casio scientific calculator
- 7 lever arch files (can use from previous year)
- 10 A4 lined exam pads
- 3 packs of A4 plastic sleeves (10 per pack)
- 1 memory stick IMPORTANT
- 1 pair of ear or headphones
- 1 Tippex
- 1 Laptop: Online school recommends i3 OR i5 OR a Mac

NOTE: The use of school and personal laptops will be strictly monitored. No private work, viewing of social media channels or playing computer games will be permitted. The school does not take responsibility for personal laptops. All stationery should be stored at school for the duration of the year.



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Please take careful note of the following. Your co-operation is so necessary and so appreciated.

1. Parents' Roles and Responsibilities

God's medium of education is firstly His Word, the primary place of education is the home, and the key teachers are the parents. God holds parents responsible to teach their children to love Him and live lives that honour Him and their fellow man. Parents lead by instruction as well as example, by modelling this life to their children in the home. Whilst we, the school, will commit ourselves to providing the best opportunities and experiences we can, creating an environment of learning through fun, discovery and creativity, we need you, the parents to be part of every aspect of your child's education. This occurs through personal involvement, including attending the various functions and fundraisers held from time to time.

2. Payment of fees

It is imperative that parents take full responsibility to finance the education of their children and that all school fees are paid in advance before the 5th of each month. Please note that the school cannot afford one single non paying parent and delinquent accounts shall result in your child not being allowed to attend school. Three months notice is required when taking a child out of the school. Failure to give such notice will result in the next three month's fees being paid in lieu of notice.

3. Food

Parents provide sufficient food for break time, and for those children who attend aftercare. We ask that only healthy, nutritious food be brought to school. For health reasons, the following may not be brought to school for lunch purposes and will be confiscated. Pies/sausage rolls, sugar-filled biscuits, cakes, sweets, chocolates, fizzy drink and no 2 min noodles.

4. Medicine

If for any reason, your child needs medication during the course of the day, you are required to send a consent letter.

NB: Please note that sick children cannot be taken care of appropriately at school. In order to protect the entire group of children, as well as your own child, we ask parents to assist us by keeping sick children at home if they have experienced any of the following symptoms within the past 24 hours:

- A skin rash with fever unless a health professional has approved that the child be at school.
- A fever over 38 °c with other signs of illness.
- Signs of a newly developing cough or severe coughing
- Diarrhoea, vomiting or upset stomach.
- Any contagious disease e.g. Mumps, Measles.
- Any signs of lice activity in the hair.



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Children who display any of these symptoms will be asked to return home.

5. **Security**

Please note that parents are requested to inform the teacher or secretary if there are any changes in your child's pick-up arrangements. Preschool staff will not allow any child to leave the school with anyone other than the person/persons who normally collect.

We trust that your time as part of the Alexandria Christian Academy family is going to be blessed and fruitful. Please do not hesitate to approach us with any concerns you may have. We are here to serve your children, complementing and assisting you in the awesome task of raising little people to grow into the fullness of God's plans and purposes for their lives and enabling them to go out and make a difference in this beautiful amazing word that has been given into our care.

Yours for Excellence in Christian Education

Mrs A Veldman