

11<sup>th</sup> March 2022

**PLEASE READ THIS BEFORE YOU ENROL FOR THE HOLIDAY OR/AND TERM CLASSES.**

**Dear parents,**

Please be assured that all our staff are up to date with our vaccinations and we provide hand sanitisers in all classrooms for the use of our students. However, we acknowledge that there are still risks for you in sending your child to our centres and we urge you to reassess your risks before enrolment.

We generally adhere to the directives of the Education Department and would require all students to wear a mask to our classes. Our staff will also wear a mask, but teachers may remove their masks at their discretion when teaching and this is in line with the directives of the Education Department.

**Please read the following terms and conditions before you enrol your child. Enrolment of your child implies that you have read and accepted the following additional terms and conditions relating to Covid and other illnesses –**

- (1) Our mode of instruction is in-class face-to-face teaching. We currently do not have the resources to conduct both online and in-class teaching. Please consider this carefully as we do not provide a refund or withdrawal because you do not feel safe sending your child to class after you have enrolled him/her. If you do not feel safe sending your child to class for face-to-face teaching, please do NOT enrol your child.
- (2) Please inform us immediately if your child is tested positive for Covid so we can take the necessary actions.
- (3) If your child is deemed a close contact but is asymptomatic, he or she is allowed to attend school and activities on school ground BUT not anywhere else. This means that your child being a close contact CANNOT attend our classes. If your child is a close contact, please inform us immediately and we will try our best to arrange for a replacement lesson after isolation. If this is not possible, we will send you the homework. This also applies to other illnesses if your child feels unwell. We do not offer a refund or credit in such instance.
- (4) We may have to close our classes if we are ordered by Rossmoyne SHS, Livingston Seventh Day Adventist Church or/and Kennedy Baptist College to do so OR if there is a lockdown. If so, we will offer a refund if classes are cancelled, and we cannot offer a replacement venue.
- (5) If there is an outbreak among our staff, we may have to cancel our classes and we will offer a refund.
- (6) If we have to close all our classes for whatever reasons, we may have the opportunity to offer online classes. You can always choose not to continue with online classes as you have understood that classes will be in-class face-to-face when you enrolled your child. In such a

situation, we will offer a refund and will not insist that your child continues with online classes.

We thank you for your continual support during this pandemic and we assure you that we'll try our best to keep our classes going in a safe environment.

Yours sincerely,  
Scholastic Excellence