



FOREST TOWN SCHOOL

ESTABLISHED 1948

For Learners with Special Needs

14TH APRIL 2025

1. WELCOME BACK

Welcome back to all staff and learners to Term 2 of the school year.

2. FOREST TOWN SCHOOL GOLF DAY

We are excited to inform parents about our next Golf Day taking place on Tuesday, 27 October 2026. Please ask your golf playing family and friends to support this event. [See all details on the attached poster.](#)

3. 🌿 FOREST ON COWIE NEWS 🌿

We would like to extend our heartfelt thanks to everyone for your continued support during the first term. As we step into **Term 2**, we're excited to bring you some wonderful offerings and events to enjoy:

☕ Rush Hour Special (Mon–Fri, 13:00–14:00)

Enjoy a delicious combo of a **Cappuccino or Hot Chocolate** paired with a **Muffin or Scone** for only R 25!

🌟 Weekly Specials Continue

Our popular **Wednesday and Friday specials** will continue throughout the term. Keep an eye on your school WhatsApp groups for the latest updates and offerings.

👩‍👧 Mother's Day Event

We are planning something special to celebrate moms! Details will be announced soon—watch this space.

🏠 Venue Hire Available

Did you know that **Forest on Cowie** is available for private events? Whether it's a small celebration, meeting, or special gathering, we'd love to host you.

4. ALL LEARNERS TURNING 18 IN 2026

Parents please note that in the year that your child turns 18, he/she needs to leave the school at the end of the year. It is the parents' responsibility to find alternative placement for their child.

5. GRADE 7 LEARNERS IN 2026

Learners completing Grade 7 this year, have to leave the school at the end of 2026. It is the Districts' responsibility to find alternative placement for your child. You will have to work with Forest Town School to submit relevant documentation to the District.

6. PAYMENT OF SCHOOL FEES

Forest Town School is a Section 21 school which implies that we are a school fee-paying school. All parents are obligated to pay school fees to enable the smooth running of the school. School fee statements will be sent out monthly and parents will have to sign for receipt of the school fee statement in their child's message book.

7. SCHOOL UNIFORM

General:

The school uniform must be adhered to. This is determined by the SGB.

- I. Navy-blue anoraks.
- II. **No** jewellery except Medic alert bracelets, wristwatch, and "sleeper" earrings (silver or gold) for girls only. **One per ear, no reeds.**
- III. **No** fancy headgear.
- IV. **No** coloured tights.
- V. **No** sports or running shoes. (Any special footwear to be discussed with the therapists).
- VI. **No** colouring of hair is allowed.
- VII. **No** lines to be cut into hair.
- VIII. **No** coloured braids.
- IX. **Boys** – hair must be neat and short – no touching of the shirt collar. Fringes may not touch the eyes. Beards are not permitted at school.
- X. **Girls** – Long hair is to be tied up with white or navy-blue ribbons/bands or baubles. Fringes may not touch the eyes.
- XI. All clothing, as well as shoes, must be clearly marked with the child's name.
- XII. No necklaces or thin neck chains will be allowed except for religious reasons. Please supply a letter to prove.
- XIII. No nail polish on fingers nails or toenails. Except for when painting of fingernails and toenails is part of a skill. This must be verified by the relevant skills educators.
- XIV. Boys and girls – during a normal school day, at an official school event and/or when wearing the official school uniform, no visible tattoos are allowed. Learners will be expected to cover any such tattoos.

Boys – Winter School Uniform

Trousers	Grey long trousers
Shirt	White long-sleeved shirts
Jersey/Jacket	Plain Grey jersey. Plain Navy-blue anorak is optional.
Shoes	Black lace-up school shoes
Socks	Long grey socks.
Tie	Compulsory for Grade 4 upwards
Thermal vests	May be worn in very cold weather Must be neutral colours and not show through
Hat	Blue school sun hat – no logos

OR

Track-suit	Plain blue
Shirt	White long-sleeved shirts
Shoes	Black lace-up school shoes
Socks	Long grey socks.
Tie	Compulsory for Grade 4 upwards
Gloves and scarf	Plain grey/navy gloves and scarf
Thermal vests	May be worn in very cold weather Must be neutral colours and not show through
Hat	Blue school sun hat – no logos

Girls – Winter School Uniform

Skirt	Grey skirt (not higher than 5cm above the knee)
Shirt	White long-sleeved blouse
Jersey/Jacket	Plain Grey jersey. Plain Navy-blue anorak is optional.
Shoes	Black lace-up school shoes
Socks	Long grey socks.
Tie	Compulsory for Grade 4 upwards
Thermal vests	May be worn in very cold weather Must be neutral colours and not show through
Tights/shorts	Must be worn under skirts and dresses
Hat	Blue school sun hat – no logos

OR

Track-suit	Plain blue
Pants	Long grey winter pants
Shirt	White long-sleeved shirts
Shoes	Black lace-up school shoes
Socks	Long grey socks.
Tie	Compulsory for Grade 4 upwards
Thermal vests	May be worn in very cold weather Must be neutral colours and not show through

Gloves and scarf	Plain grey/navy gloves and scarf
Hat	Blue school sun hat – no logos

8. 2026 FUNDRAISING

- April 2026: Senior TOC
- May 2026: Therapy Departments
- June 2026: Junior TOC
- July 2026: Indigent Learners
- August 2026: Foundation B
- September 2026: Grade 7 & TOC Year 4
- October 2026: Foundation Phase

9. CODE OF CONDUCT FOR LEARNERS

Our Code of Conduct for Learners can be read on the schools’ website. Please familiarize yourself with the content of this code of conduct. Should you need a hard copy, you may request it from the Administration Office.

10. SCHOOL POLICIES

School policies available in the Administration Office for parents’ perusal.

11. FOREST TOWN SCHOOL IS CASHLESS

Forest Town School will not accept cash payments anymore. Please do not send cash with a learner or driver anymore. Please use one of the following methods

- FNB ATM deposit – make sure to send proof of payment to the school immediately.
- EFT – make sure to send proof of payment to the school immediately.
- Speed point facility is available at the school for card payments.
- Pay Fast is also available on the schools’ website.

12. SCHOOL FEES

Please see that all School Fee payments are kept up to date, to avoid being handed over. If the school fee account is in arrears, a Letter of Demand will be issued. Please contact the Finance Office (Lorraine) at accounts@fts.org.za should you have any queries with regard to your School Fee Statement.

13. PAYMENTS FOR SCHOOL AND TRANSPORT FEES & PROOF OF PAYMENTS

When Parents are making payments towards School Fees or Transport Fees, kindly use the name and surname of the learner and state School Fees/Transport Fees as reference. It becomes very difficult if we have no clear reference. Once the Fees are identified, it makes it easier to generate the correct invoice.

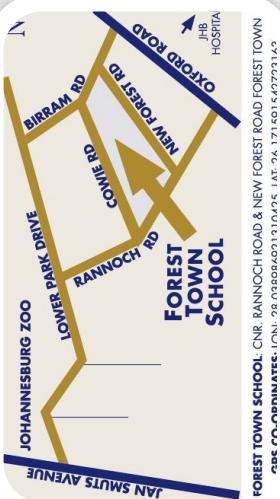
Banking details for Forest Town School:

Bank: First National Bank
 Branch Number: 253305
 Account Name: Forest Town School
 Account Number: 50371715200
 Reference: Name and Surname of child
 and state if school or Transport fees.

When making EFT payment, please send proof of payment IMMEDIATELY to:
[**accounts@fts.org.za**](mailto:accounts@fts.org.za)



T: 011 646 031
E: info@fts.org.za



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14. DEBT COLLECTING ENQUIRIES

Kindly direct any debt enquiries to Lerato at leratom@fts.org.za

15. IMPORTANT DATES FOR TERM 1 - 2026

- School re-opened Wednesday, 8 April 2026
- Freedom Day (Public Holiday) Monday, 27 April 2026
- Workers' Day (Public Holiday) Friday, 1 May 2026
- Special School Holiday Monday, 15 June 2026
- Youth Day Tuesday, 16 June 2026
- Parents' Day Saturday, 20 June 2026
- School closing at 12:00 for learners Friday, 26 June 2026

16. SCHOOL TERMS FOR 2026

- Term 2: 8 April to 26 June 2026
- Term 3: 21 July to 23 September 2026
- Term 4: 6 October to 9 (11) December 2026

MRS. RONALDA LUCAS
PRINCIPAL

This newsletter is available from our website www.foresttownschool.co.za