



# FOREST TOWN SCHOOL

ESTABLISHED 1948

## For Learners with Special Needs

22ND OCTOBER 2024

### 1. ANNUAL GENERAL MEETING – SATURDAY, 2 NOVEMBER 2024

Please take note that our AGM is taking place on Saturday, 2 November 2024 in our school hall at 07:30. The Notice and Agenda was sent out with Newsletter No. 18. We would appreciate it if all parents make every effort to attend this important meeting, where we have to have a quorum to approve the 2025 budget and various other school matters. A hard copy of the AGM Report for the period September 2023 until August 2024 was sent out with Newsletter No. 19.

### 2. FIRE SAFETY TALK (Bujini Project)

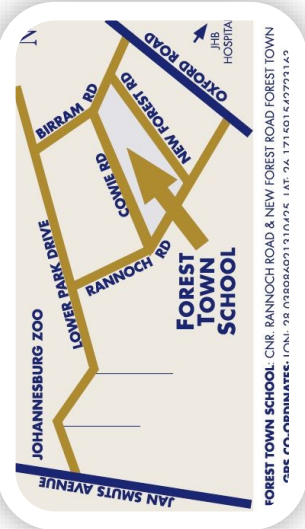
A Fire Safety presentation for our learners has been arranged for 25<sup>th</sup> October (Friday). There will be a Junior and Senior presentation in the hall which will be aimed at teaching our learners Fire Safety at home. There will be an opportunity to take a photo with the Bunny that will be giving the talk which will cost R20-00 for a 15 x20 photograph. Other products will also be on sale. Please fill in the return slip which will be sent home, with the full amount owed by Friday 25<sup>th</sup> October, should your child want a photo with the Bunny.

### 3. SCHOOL CAMPS

- WEP Seniors – Year 3:  
**Wednesday, 23 October until Friday, 25 October 2024**
- WEP Juniors:  
**Monday, 4 November until Wednesday, 6 November 2024**
- Foundation Phase A:  
**Wednesday, 6 November until Friday, 8 November 2024**
- Foundation Phase:  
**Monday, 11 November until Wednesday, 13 November 2024**
- Foundation Phase B:  
**Wednesday, 13 November until Friday, 15 November 2024**



T: 011 646 0131  
E: [info@fts.org.za](mailto:info@fts.org.za)



Our high speed Internet Providers

**coolideas** [www.cisp.co.za](http://www.cisp.co.za)

**vumfa** [www.vumatel.co.za](http://www.vumatel.co.za)

- 4. CODE OF CONDUCT FOR LEARNERS**  
Our Code of Conduct for Learners can be read on the schools' website. Please make sure to familiarize yourself with the content of this code of conduct. [Read here](#)
- 5. FOREST TOWN SCHOOL BECOMING A CASHLESS ENVIRONMENT** 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.

**6. 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](mailto:accounts@fts.org.za) should you have any queries with regard to your School Fee Statement.

**7. 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)**

**8. DEBT COLLECTING ENQUIRIES**  
Kindly direct any debt enquiries to Lerato at [leratom@fts.org.za](mailto:leratom@fts.org.za)

**9. IMPORTANT DATES FOR TERM 4 - 2024**

AGM & Parents Day	<b>Saturday, 2 November 2024</b>
Finance, Maintenance & Transport Meeting	Monday, 11 November 2024
SGB Meeting	Monday, 11 November 2024
School closing @ 12:00 for learners	Monday, 25 November until Wednesday, 11 December 2024

**10. SCHOOL OPENING FOR LEARNERS IN 2025:**  
Wednesday, 15 January 2025

**MRS. RONALDA LUCAS**  
**PRINCIPAL**