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Constitution

Tiny Tots Educare Centre

1. Formation

Tiny Tots Educare Centre is a longstanding and well established Educare Centre. We shall use its income to promote its aims and objectives. Tiny Tots is a Christ Centred and focussed facility and we welcome all children.

2. Tiny Tots' main objectives are:

- 2.1 To promote the establishment and maintenance of high quality preschool educare programmes in the Kirstenhof and surrounding areas.
- 2.2 To ensure that proper standards of educare are developed and maintained at all times.
- 2.3 To employ appropriately trained teaching and other staff for Tiny Tots.
- 2.4 To provide quality care for the children.
- 2.5 To provide a safe environment for the children and staff.
- 2.6 To provide high quality, nourishing meals.
- 2.7 To stimulate the children to reach their age appropriate milestones at appropriate times.
- 2.8 To educate the children in all areas of basic education.
- 2.9 To ensure that the premises of Tiny Tots meets the requirements of an adequate preschool educare programme, with the relevant statutory bodies.
- 2.10 To ensure that those children graduating from Tiny Tots are of such a quality that they are ready for Grade 1.

3. Tiny Tots' secondary objectives will be to:

- 3.1 Create a loving environment where all the children can thrive.
- 3.2 Show compassion and understanding towards all children.
- 3.3 Create an environment where cultural differences are understood and accepted.
- 3.4 Provide stability for children and parents by ensuring reliable childcare.
- 3.5 Nurture relationships with the parents and or caregivers of the children to create a home away from home environment.

4. Powers

The owner of Tiny Tots shall have the power, in fulfilment of its aims and objectives to:

- 4.1 Acquire movable and / or immovable property in any way and to mortgage and / or take any obligations on the property.
- 4.2 Hire or otherwise acquire premises and equipment for the use of the Educare Centre.
- 4.3 Dispose of property or equipment of the Educare Centre.
- 4.4 Engage and dismiss staff and enter into contracts or necessary agreements.
- 4.5 Negotiate and enter into contracts with other organisations.
- 4.6 Levy fees and raise funds and spent these as necessary.
- 4.7 Affiliate to organisations with similar aims,
- 4.8 Do any other act or acts which may be deemed necessary.

5. Exercise of powers

All authority and powers rests with the owner and his family as sole proprietors. The only exception is that certain authority will be entrusted to the Principal.

The owner undertakes to keep a proper and up to date set of management accounts and to have these audited by a suitably qualified person or organisation.

Furthermore the owner undertakes to open and maintain proper banking and investment accounts.

6. Parent, Teacher meetings

- 6.1 A general meet the teachers meeting will be held once a year, at the beginning of the year.
- 6.2 Further parent teacher meeting or class meetings can be scheduled for later in the year or as deemed necessary.
- 6.3 All issues raised at these meetings will be decided on by the owner (and family) in consultation with parents and the principal.

7. Finance

The accountant / principal shall see to it that:

7.1 Proper books of accounts shall be kept which shall be audited by a suitably qualified person.

7.2 The financial year for Tiny Tots shall be from 1 March – 28 February.

8. Corporate Status

Tiny Tots Preschool and Daycare Centre is owned by the Sole Proprietor. It shall have perpetual succession and the right to sue or be sued in its own name. It can hold and own property, movable and immovable.

9. Amendment of Constitution.

9.1 The constitution may be amended from time to time by the owner, at his discretion, after due consideration and thought,

9.2 Anyone with direct interests in Tiny Tots will be notified of these amendments.

Certificate

We, the undersigned, do hereby certify that the above is the Constitution of Tiny Tots Preschool and Daycare Centre.

Signed at _____

On this the _____ day of _____ 20_____

Owner _____ Spouse _____ Principal _____