

THE PLAY PEN
A Child Development Centre
40 Nembe, Road, Rumuibekwe Estate
Port Harcourt



theplaypen81@hotmail.com

ADMISSION REQUIREMENTS: Effective from 2nd Term 2024/2025 Academic Session.

Age (on admission)	18 months
Attendance:	Full day 7.30am – 2.00pm
Registration:	N40,000 only (Non-refundable) Fees will be paid by parents only when so required by the Supervisor or her Assistant after preliminary admission forms have been filled, other documents submitted, inspection of requirements, tests and interviews have been concluded. Registration process which exceeds the quarter during which the child's name is registered, may require the issuance of new forms for a fresh application.
Maintenance:	N46,400 (1 st term) per annum.
Educational Resources:	N68,845
Uniforms:	N37,000

STATEMENT OF PAYMENT

- a) All new admissions **N375,495** (i.e. **N40,000 + N46,400 + N68,845 + N37,000 + N183,250**)
- b) Subsequent payments:
- | | |
|----------------|--------------------------|
| i) Pre-Nursery | N183,250 per term |
| ii) Nursery | N183,250 per term |
| iii) Primary | N193,250 per term |

Fees paid by children admitted after the 2nd month of the term shall be reduced by 25%.

EQUIPMENT: 3 uniforms (minimum), 5 are acceptable (available at The Play Pen). Jumper Suit is **N7,000** per set. Hot Pants is **8,500** per set. Dungaree or Pinafore for older children in the Junior/Senior Primary is **N13,500** each. Child's usual name should be written or embroidered across the shirtfront just under the facing in fine lettering on admission and until the child spends one year at The Play Pen.

NOTE: *Except in special circumstances, bills will be distributed to parents and guidance's before the holiday or before the next term.*

LIST OF REQUIRED ITEMS FOR ADMISSION:

- 1 Lunch box
- 2 Small handkerchiefs
- 1 Pair open sandals (white, brown or black)
- 1 Toweling bib for refreshment for (under age two and half years)
- 1 Plastic apron for painting and water play
- 1 Warm cardigan (preferably red, yellow or green)
- 2 Pairs of white socks
- 1 Raincoat and boots.

FOR BABIES ONLY AND AS NECESSARY

- 2 Packs of Pampers and 2 Packets of Wipes.
- 1 Flask, baby's food warmer and container for baby's milky foods or fruit juice.
- 2 Flasks for hot water and sterile water (for full day care)
- 1 Pair of booties for cool days
- 1 Plastic bucket with lid for toilet requisite/ soiled napkins
- 1 Face towel and one bottle of Dettol (1litre)

All articles other than uniforms are available in the open market and MUST BE MARKED clearly with child's usual name.

FEES are payable quarterly and strictly in advance in favour of THE PLAY PEN (MAWS Home Consultants) – with the instruction "**1st/ 2nd/ 3rd Term School Fees.**"

- 1. FIRST BANK OF NIGERIA PLC, STATION ROAD BRANCH, PORT HARCOURT
- 2. FIRST BANK OF NIGERIA PLC, AIRPORT ROAD BRANCH, RUMUOMASI, PORT HARCOURT.

Evidence of payment shall be forwarded to the school email.

All payments are due before the 2nd week of every term.

ALL ENQUIRIES TO:

The Head of school, Head of Administration and Executive Director
THE PLAY PEN
40 Nembe Road, Rumuibekwe Housing Estate

SUBMISSION OF FORMS: Completed registration forms to be submitted with:

- 1. 2 passport photographs (with child's name and date within 4 weeks of taking the photograph and signature of one parent).
- 2. 1 copy of the birth certificate (or sworn declaration of age)
- 3. 1 copy of immunization certificate.
- 4. Evidence of payment.

OVERTIME RATE:

- a. **N500 (3pm – 4pm)**
- b. After 4pm, **N1,000** per hour

Management