

Tina Cowley Reading Centre Silverlakes

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"Reading gives us someplace
to go when we have to stay
where we are."
— Mason Cooley

1. What does the programme consist off?

The Tina Cowley Reading Centre is an educational institution specialising in developing children's potential in a creative, enjoyable and positive manner. **READING** is the foundation of **LEARNING**! Academic performance can be directly linked with your reading skills.

WORK SMARTER NOT HARDER!

2. Who can benefit?

Learners who:

- are developing their phonemic awareness
- needs practice with letter and number formation and direction
- wants to build their reading stamina
- wants to work smarter, not harder
- wants to develop their love for reading
- are multilingual learners (speak more than one language)
- eager young readers making their first steps into the world of books

Reading is like dreaming with your eyes open!

3. How does the programme work?

An initial evaluation determines the learner's reading speed, comprehension and basic reading skills. Feedback is given to the parents, and the learner is placed in a reading programme suitable for his/her specific level. **Learners' progress is monitored and they receive a progress report at the end of each quarter (quarter 1-3).**

Reading evaluation, takes place in both Afrikaans and English.

Classes comprise two 45-minute sessions:

- a reading and comprehension class,
- a basic reading skills and memory methods class.

Reading and Comprehension Class

- In the reading and comprehension class, each learner works individually on a computer. Learners complete, at their own pace, a reading programme focused on improving their reading speed, spelling and comprehension. Sentence construction is also addressed. Independence is encouraged, but therapists work one-on-one with each learner during the session.

Basic Reading Skills and Memory Methods Class

- This is a group class presented with the aid of an interactive smartboard. The basic reading skills are addressed, namely spatial orientation, visual and auditory memory, laterality, form perception and sequencing. These basic reading skills do not only influence a learner's reading ability, but also his/her general functioning in class. We also do eye kinetics to strengthen the eye muscles specifically needed for reading.

Goals Grade R – 3

- To set and fix phonic sounding
- To eliminate fixation and regression in order to read smoothly
- To develop basic reading skills and establish a foundation for reading
- To learn spelling and language rules
- To learn memory methods

Grade 4 – 7

- To improve basic spelling and language rules
- To read better than the standard level and improve comprehension simultaneously
- To learn how to recover pre-processed information from long-term memory
- To spend less time learning



High School

- To improve the retention of study material
- To improve long-term memory: how to organise and retrieve information that has been retained in one's memory
- To complete questionnaires in a given time
- To achieve optimum performance
- To spend less time learning

General Information

- **Monthly Lessons:** The cost is R580 for 6 lessons per month.
- **Quarterly Invoicing:** We invoice quarterly. The full quarterly amount of R1740 is payable within the first week of each quarter.
- **Monthly Instalments:** If you prefer to pay the quarterly fee in three equal monthly instalments, payment must be made on or before the 1st day of each month.
- **Holidays:** Payments are continuous from January to December (12 months), regardless of school or public holidays.
- **Cancellation Notice:** One (1) calendar month's written notice is required if a learner discontinues classes. This notice must be given on or before the first day of the month preceding the final month of service. The full monthly fee is payable for this notice period.
- **Absence:** Non-attendance of a lesson for any reason will not result in a reduction in fees. Your child's time slot is reserved. In extreme and unforeseen circumstances, an exception may be made for a catch-up class.

PUBLIC AND SCHOOL HOLIDAYS

Public holidays

No classes will be held on public holidays.

School holidays

No classes during school holidays unless otherwise arranged.

We make use of quarterly payment, you pay for the lessons from when the school quarter begins to when the school quarter ends.

That amount is R1740 with the option of paying in three equal monthly instalments



PARKING

We would like to appeal to all parents or guardians to adhere to the following parking regulations when visiting the Reading Centre:

All cars are to park in the parking bays allocated to ***visitor parking*** during drop-off and collection.

Please do not park:

- in the middle of the road;
- on the grass (there is a septic tank underneath)
- in reserved parking spaces
- During the afternoon, all our teachers will be busy teaching.
- We can only take responsibility for the students from the time their lesson starts to the time when their lesson ends. Your child will be your own responsibility before and after their lesson times.
- Please send your child to the entrance of the centre just before his/her lesson starts.
- Unfortunately, no parents can sit on the benches directly in front of the centre. It distracts the students inside.
- Please don't drive or park on the grass. There is a septic tank underneath.
- If you do decide to sit at the benches of the restaurant, please respect their space and order something to eat or drink. Unfortunately, it is not a waiting area.

There will be a penalty fee payable for picking up your child late, especially the lessons ending at 17:00. Please respect our teachers and their families and be on time for pick up. Thank you for your cooperation in this regard.

TINA COWLEY READING CENTRE'S DATES FOR 2025 SCHOOL QUARTERS

Quarter 1: 15 January – 28 March

Quarter 2: 8 April – 27 June

Quarter 3: 22 July – 3 October

Quarter 4: 13 October – 12 December



ENROLMENT AT TINA COWLEY READING CENTRE 2025

Before a learner is enrolled, we follow these procedures:

- **Comprehensive Evaluation:** We begin with a one-off, thorough evaluation that identifies your child's unique reading level and specific strengths.
- **Scientific Insights:** We assess the scientific building blocks and basic skills of reading to precisely identify where attention is needed.
- **Targeted Support:** We directly address the identified areas to help learners excel and reach their full potential, not just function.
- **Collaborative Planning:** We discuss the evaluation results in detail with you and then jointly decide on the most suitable time slot for your child.
- **Focused Lessons:** Your child attends one 90-minute class weekly. During this dedicated time, we comprehensively address all identified areas through our specialised reading program.

LESSON FEES AT TINA COWLEY SILVER LAKES FOR 2025

- Class fees are strictly payable per quarter in advance. No refunds will be made if a learner could not attend classes. Parents who wish to make an arrangement to pay the quarterly fee in three monthly instalments are welcome to contact Elnett. These monthly instalments are payable in advance on or before the 1st of each month. January's fee is payable on or before 1 January 2025. December is NOT a notice month.
- Please use your CHILD'S NAME as reference on your payment.

Fees

One-off evaluation per child: R550 payable in advance BEFORE the day of evaluation.

R1 740 per quarter (or 3 monthly instalments of R580): One lesson per week.

R1 740 (per quarter per child)

Re-registration 2026:

The re-registration fee (R300) for 2026 is included in the fees for the last quarter of the year

Students are automatically enrolled for 2026, notice must be given by 1 November 2025 if you wish to terminate the contract for the following year.

- In the event that monthly fees are overdue, a learner's lessons will be suspended until payment has been received. No learner will be allowed to re-register for the following year's lessons if there are any outstanding amounts due for the previous year's lesson

**Notice must be given one calendar month in advance by the first of the month,
December is not a notice month.**

Children will be enrolled automatically for the next year.

The time table will remain the same, unless you wish to change time slots. Gr R learners will be moved to new time slots from term 2.

ACCOUNT INFORMATION:

ACCOUNT HOLDER: Elnett Bergh, Tina Cowley Silverlakes

FIRST NATIONAL BANK

ACC NO: 631 6159 1061

BRANCH: 250655

Reference: Child's NAME AND SURNAME

May you and your family have a blessed 2025.

Glory to God for all our achievements and for the privilege to work with each and every child who enters our Centre.

"For I know the plans I have for you," declares the Lord, "plans to prosper you and not to harm you, plans to give you hope and a future."

Jeremiah 29:11

