



Joyce Chevalier Centre ~ Protective Workshop

23 Upper Kinrae Crescent, Fish Hoek, 7975 - Tel 021 782 2126

Fund Raising No. 08 800910 0002

Dear Family of JCC

12 January 2021

New contract for 2021

Wishing all families and students of JCC a happy 2021.

In looking at the finances for the Centre, we have decided to implement a new fee structure in 2021. This is to make the services of the Centre more accessible and so to fill all our spaces. The fee structure will differ according to the two different programmes that we run and will also charge a separate transport fee to those who are using transport. The weekly incentive fee will also change to be lower. Students will be paid in a bracket according to productivity and the incentive will come directly from the income received from the contracts. Students will be assessed 6 monthly and so their incentive may change over the year. The programme that the student is in will be determined by the level of support that the student requires. We will make that decision based on our assessment and with communication with you as a family.

Two programmes	Protective Workshop Programme	Day Care Workshop Programme
Requirements of the different services	Students are largely independent and work alone with minimal staff support.	Students require more staff support, either with their work skills, their life skills or behaviour. (I am looking for a better name for this programme if you have any ideas.)
Fees	R200/month for 12 months of the year	R400/month for 12 months of the year
Transport	R320 per month (transport works out to R8 per trip) for 11 ½ months of the year. Transport on one of two routes: Route one: From Ocean View through Sun Valley to the Centre Route two: Fish Hoek local	
If you choose to attend and use transport	R200+ R320= R520	R400 + R320 = R720
New incentive	3 groups paid according to productivity: (assessed 6 monthly) 1. R10/day = R200/month 2. R15/day = R300/month 3. R20/day = R400/month With annual increments.	3 categories according to productivity (assessed 6 monthly) 1. R2/day = R40/month 2. R5/day = R100/month 3. R10/day = R200/month With annual increments

The students can move between the workshops as their support needs change. This will be determined by the staff and the assessments.

Some students have indicated that they would like to be paid into their bank account so please could you discuss this as a family, and this can be arranged (and fill in the Students bank details on the accompanying contract).

Please could you discuss this with me if you have any queries.

Warm regards

A handwritten signature in black ink, appearing to read 'C. Pitt'.

Catherine Pitt

Centre Manager
Joyce Chevalier Centre

Contract on the next pages:

2021 Updated contract between the student, student's family, and the Joyce Chevalier Centre:

Current updated information:

Name of student:

SASSA grant number:

Name of family contact: Relationship:

Other relative/guardian: Relationship:

Contact details of person who would like to receive correspondence from the Centre:

Name: Email: Phone number:

In an emergency please contact: Name: Phone number:

Allergies or medical conditions which may lead to an emergency?

Fees

I understand that fees are paid monthly for 12 months. One months written notice is expected if this contract is to be terminated. The fees for 2021 are and will increase annually. The Centre will be closed however over the December period.

I am interested in transport at a rate of R320 per month for 11 ½ months.

Signed: Total amount each month:.....

Name: Date:

Photographs and privacy:

I also give permission for my family member to be photographed in a respectful manner and for photos to be put on social media such as Facebook. However, the student has a right to say no to photos at any time to being photographed.

With respect to privacy, the Centre undertakes to keep all information confidential, but there are instances where the Department of Social Development require personal information on our students and to access funding, this information is shared.

I give permission for photos to be used for promoting the JCCentre and for personal information to be shared with the Department of Social Development

Signed: Date:

Name:

Payment into bank account:

Yes, please pay my incentive monthly into my bank account. *Only fill this in if you would like your money transferred into your account rather than receiving cash weekly.*

Here are my banking details:

Name on bank account (money will only be paid into students accounts)

Bank name:

Account number:

Branch code:

Please attach a bank statement, stamped by the bank.

Please deduct money for my fees from my monthly incentive:

Amount weekly?.....

The information in this document has been shared with me and I understand and agree to its contents.

Student signature: Date:

Centre manager signature..... Date: