cultivating excellence
ACADEMY

Prospectus

2027

20 Burnham Road Plumstead 7800
Reg No.: 2017/430695/07
EMIS/Reg No.: 0100000878

Cultivating leaders,
creating change.

Welcome Message from the Directors

Dear Parents and Guardians,

Welcome to Cultivating Excellence Academy, where we are honoured to partner with you in the education and holistic development of your child.

At CEA, we believe that every child has unique potential, and it is our mission to nurture that potential with care, purpose, and faith. Rooted in our foundational verse, *"Start children off on the way they should go, and even when they are old, they will not turn from it." – Proverbs 22:6*, our school is built on sound values, academic excellence, and a deep commitment to developing future-ready leaders.

We understand that education today must go beyond textbooks and examinations. That's why our approach is intentionally flexible, personal, and forward-thinking. We offer a range of curriculum options, small class sizes, and tailored learning plans; designed to support each learner's strengths, challenges, and aspirations. Your child will receive guidance, mentorship, and encouragement every step of the way.

Our dedicated team of educators and support staff strive not only to teach, but to inspire. Through creative learning, real-world skills, and character-building opportunities, we aim to raise confident, capable young people who can contribute meaningfully to the world around them.

Thank you for considering Cultivating Excellence Academy. We look forward to walking this journey with you and watching your child thrive in an environment where excellence is cultivated, and every learner is valued.

Warm regards
Jenny, Carlene & Sharon

Our Vision, Mission & Core Values

Our Vision

Founded on Proverbs 22:6 – ***"Start children off on the way they should go and even when they are old, they will not turn from it."*** We aim to achieve excellence in education enriched by sound moral and ethical values.

Our Mission

We believe that schooling is not merely about passing a grade but about developing a clear understanding of knowledge and the ability to apply it. Our mission is to equip learners with the tools to pursue any career and lead with purpose. At Cultivating Excellence, your children are not just students, they are future leaders.

Our Core values

- **Integrity** – We model honesty, accountability, and responsibility in every interaction.
- **Respect** – We treat every individual with dignity, recognising their unique potential and voice.
- **Tolerance** – We embrace diversity and create a culture of acceptance, empathy, and understanding.
- **Open-Mindedness** – We encourage curiosity, a willingness to listen, and an openness to new ideas, perspectives, and experiences.

Our Offering

- Small classes to ensure each student is seen and supported
- Highly qualified and experienced tutors
- Flexible curriculum tailored to each learner
- Personalised learning plans for each student
- Support for accelerated learning and effective study techniques
- Specialised remedial support for students needing help in core subjects
- Emphasis on critical thinking and independent problem-solving
- Engagement through physical and creative activities

Curriculum Overview

Please Note:

- All *internal* examinations (e.g., mid-year and end-of-year assessments) are included in the tuition fees and do not incur additional costs.
- For students enrolled in programmes with *external* examinations (e.g., IGCSE, GED, AS-Level), examination fees are charged separately according to the official rates set by the relevant examining bodies.
- External examination fees, including examination centre and registration charges, are administered independently and are not controlled by Cultivating Excellence Academy.

Junior Foundation Phase (Ages 7–10)

Subjects: Maths, Science, English, Afrikaans, Robotics and Coding.
Curriculum: British (Cambridge Checkpoint)

- Continuous assessment throughout the year
- Internal examinations: June & November
- Workbooks and textbooks from Cambridge University Press

Lower Secondary and Pre-IGCSE (Ages 11–14)

Subjects: Maths, Science, English, Afrikaans, Social Science, Robotics and Coding, Economics and Management Science. Curriculum: British (Cambridge Checkpoint)

- Internal examinations: June & November
- Workbooks and textbooks from Cambridge University Press

IGCSE (Ages 14–16)

Subjects: Maths, Physics, Chemistry, Biology, English, Afrikaans, Business Studies, Accounting, Geography, History, Economics, Computer Science, Robotics and Coding.

- Continuous assessment throughout the year
- Internal examinations: June & November
- External examinations: May & November
- Workbooks and textbooks from Caxton Books or Cambridge University Press

AS/A-Level (Ages 16–19)

Subjects: Maths, Statistics, Physics, Chemistry, Biology, English, Afrikaans, Business Studies, Accounting, Geography, History, Economics, Computer Science, Robotics and Coding.

- Continuous assessment throughout the year
- Internal examinations: June & November
- External examinations: May & November
- Workbooks and textbooks from Caxton Books or Cambridge University Press

NB: Students can choose between A-Levels or AS-Levels. A-Levels are equal to the first year of university in South Africa, while AS-Levels are half of an A-Level. Both options are accepted for university admission locally and internationally.

GED (Ages 16–19)

Subjects: Maths, English, Life Science, Social Science, Robotics and Coding

- US-based high school equivalent certificate
- Course purchased online
- Continuous assessments after each chapter
- Internal examinations in June and November (no costs)
- External examinations taken when the student is ready

CAPS (Ages 7–18)

Subjects: Maths, Science (Physics & Chemistry), Biology, English, Afrikaans, Business Studies, Accounting, Social Science (Geography & History), Economics, Computer Science, French, Robotics and Coding.

- Internal examinations: May & November
- Workbooks and textbooks from Caxton Books
- If this curriculum is selected, please note that parents are responsible for registering their child as a private learner with the WCED. The school can assist with guidance if needed.

Online/Hybrid Learning

We also offer Online and Hybrid learning options tailored to meet individual student needs. These are available on request and can be explored further during the enrollment interview.

- Small classes to ensure each student is seen and supported
- Interactive Learning with qualified educators
- Flexible Format allows Students to access lessons, assignments, and resources remotely.
- Regular check-ins, dedicated teacher support, and access to academic support systems.

- Clear guidelines on attendance, active participation, timely submissions, and academic honesty aimed at fostering self-discipline, responsibility, and accountability in students.
- Ongoing feedback and academic tracking to ensure each student stays on course.

Remedial Programme *(Additional cost applies)*

Targeted support for students requiring assistance in literacy and numeracy, whether or not they have identified special needs.

- Designed to strengthen foundational skills and boost academic confidence
- Open to all students needing extra academic support
- Facilitated by a qualified educational psychologist for expert guidance*

Extra-Mural Activities

Our extra-mural offerings provide opportunities for students to explore their interests, build new skills, and grow in confidence beyond the classroom. Activities are grouped into key focus areas to support holistic development:

Cultivating Fitness

- Exercise classes
- Personal training
- Sport-specific skills and physiology

Cultivating Arts

- Art and Design
- Literacy campaigns (e.g. Southfield Library)
- Quarterly excursions

Leadership & Life Skills

- CE Clubs
- Digital Literacy*
- Life Skills* & Annual Leadership Camp (3 days)
- Robotics and Coding

Awards Programme

Students are recognised monthly, quarterly, and annually for academic and personal achievement.

Learning Hours (2027)

Monday – Thursday

Phase	Start	Session 1	Break	Session 2	Break	Session 3	End
Junior Foundation	08:00	08:10–09:20	09:20–09:55	09:55–12:50	12:50–13:10	13:10–13:30	13:30
Foundation	08:00	08:10–09:20	09:20–09:55	09:55–12:50	12:50–13:10	13:10–14:30	14:30
LS/PRE-IGCSE/IGCSE/CAPS/AS/GED	08:00	08:10–10:10	10:10–10:40	10:40–12:40	12:40–13:00	13:00–15:00	15:00

Friday (All Phases)

Start	Session 1	Break	Session 2	End
08:00	08:10–10:30	10:30–11:00	11:00–13:00	13:00

Fee Structure (2027)

Enrolment Fee

A once-off, non-refundable enrolment fee of **R3,500** is payable upon acceptance of the application, along with the first month's tuition.

Monthly Tuition (January–November)

Full-Time (11 months)

Programme	**Monthly Fee**
AS Level (3+ subjects)	R9,100
CAPS	R8,100
GED	R8,100
IGCSE	R8,100
LOWER SECONDARY	R8,100
PRE-IGCSE	R8,100
JUNIOR FOUNDATION	R8,100

Part-Time (11 months)

Programme	Monthly Fee
AS Level (3+ subjects)	R7,200
CAPS	R7,100
GED	R7,100
IGCSE	R7,100

Online class fees to be discussed at the interview.

Payment Options

- Monthly Payments: Fees are payable in advance over a period of 10, 11, or 12 monthly instalments.
- Annual Upfront Payment: A 5% discount applies to fees paid in full by the last day of February.
- Quarterly Upfront Payment: A 2.5% discount applies to fees paid in advance by the first day of each new quarter/term.
- Sibling Discount: Discounted fee rates are available for families with more than one child enrolled at the school.

Payment Terms & Conditions

- School fees are payable on or before the 1st of each month, from January to November.
- A late payment penalty of R50 per day will apply to overdue accounts.
- Should you wish to withdraw your child from the school, a full term's written notice is required, or one term's fees will be charged in lieu of notice.
- All payments must be made via EFT or direct deposit and must reflect in the school's account by the 1st of the month.
- Please note that learners may be temporarily suspended from classes if fees remain unpaid.

Banking Details:

Bank Name	Standard Bank
Account Name	Cultivating Excellence
Account No.	073200255
Branch	Pinelands
Branch Code (Pinelands)	036309
EFT Branch Code	051001

Parent Expectations & School Policies

A detailed Code of Conduct outlining school rules, responsibilities, and procedures will be shared with all parents and guardians upon enrolment. The following is a brief overview of key expectations to help support a positive learning environment:

- **Attendance & Absenteeism**
  Regular attendance is essential. Parents are kindly requested to inform the school by 07:30 if their child will be absent for any reason.
- **Behaviour & Discipline**
  We uphold a respectful, values-driven environment. Learners are expected to follow the school's Code of Conduct. Consistent discipline strategies are in place to support growth and accountability.
- **Dress Code**
  Learners are expected to dress modestly and appropriately for the learning environment. Any specific dress guidelines will be communicated at the start of each academic year.
- **Technology Usage**
  Digital tools are used for learning and communication. We ask that parents help us monitor appropriate use and support responsible digital behaviour.
- **Communication**
  Open communication is encouraged. Parents are welcome to reach out to teachers or administration via email or arranged meetings. School announcements and notices will be shared regularly through the agreed communication channels.

Thank You for Choosing CEA

Thank you for the opportunity to be part of your child's learning journey. We are committed to their success and growth, and with God's help, we trust we will exceed your expectations.

Contact Us

20 Burnham Road, Plumstead 7800	**Directors:**
info@cultivatingexcellence.co.za	**Jenny: 082 312 1904**
www.cultivatingexcellence.co.za	**Carlene: 082 307 8577**
021 276 0970	**Sharon: 074 534 5183**