

# KHANYISANI



# Family Employment Contract



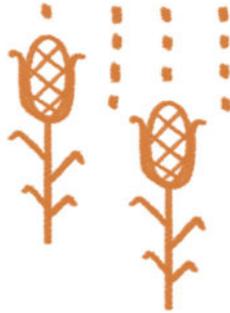
By Dr Guy Stubbs

Narrative by Amie Harms

Artwork by Carissa Gagashi



Parents/guardians must fill this form in after filling in and signing and understanding the centre's Prospectus and Enrolment form, and only IF they need to make centre fee contributions by working for the centre.



## Family Employment Contract

**ENTERED INTO BY AND BETWEEN:**

\_\_\_\_\_ (Hereinafter referred to as "the centre.")

**AND**

**Full name:** \_\_\_\_\_ (Hereinafter referred to as "parent/guardian.")

**Parent/guardian ID no.** \_\_\_\_\_

**Parent/guardian cell no.** \_\_\_\_\_

With regards to the following child:

**Full name:** \_\_\_\_\_

**ID no.** \_\_\_\_\_

Parent/guardian to initial here: \_\_\_\_\_



I, \_\_\_\_\_, a beneficiary and representative for my household, agree to work as an employee for the centre for \_\_\_\_\_ hours per month at a rate of \_\_\_\_\_ credits per hour. I agree that my salary from this work of \_\_\_\_\_ credits per month will be paid to the centre to cover or contribute toward the said (enrolled) child's fee of \_\_\_\_\_ per month x 12 months. \*Please ask centre management to help you fill in this section.

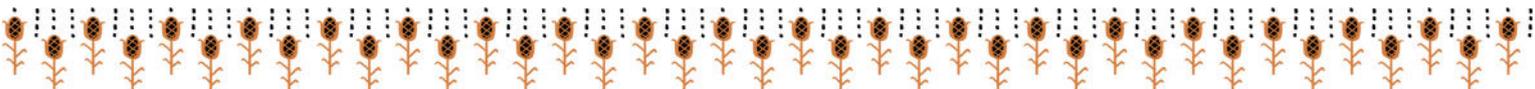
Note, according to the 2023 South Africa Department of Labour and Employment guide, all South African employees MUST EARN A MINIMUM RATE OF R25.42 (or equalling credits) PER HOUR.

\*Please enter this link in an internet browser if you want to learn more:  
<https://shorturl.at/pxV16>

I agree to work in the following department at the centre \_\_\_\_\_ on the following days \_\_\_\_\_ every week between the following hours \_\_\_\_\_. My supervisor will be \_\_\_\_\_. My supervisor's contact number is \_\_\_\_\_.

**\*Please ask centre management to help you fill in this section.**

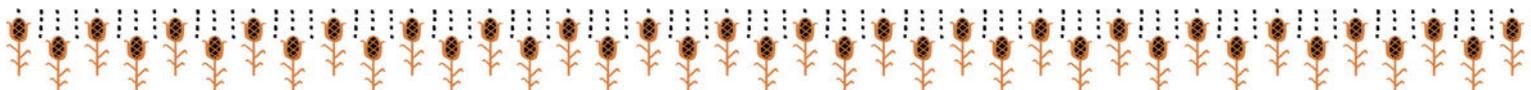
Parent/guardian to initial here: \_\_\_\_\_



- I understand that, unless otherwise agreed on in a signed contract, I will earn credits instead of South African rands, with one credit equalling one South African rand. These credits will be accepted by the centre as fees for centre services.
- I also agree to participate in Village Savings and Loan Association group training, and I agree to start saving money in the group at every meeting once monthly.
- I also agree to participate in Food Production and Income Generation Training provided by the centre.
- I agree that if I cannot participate in any of these activities, an adult member of my household will participate in my place.
- I will not be allowed to take any of the produce from the vegetable garden or kitchens unless I have been given permission to do so in writing by an authorised official from the centre.
- I understand that if I do not fulfil any of these requirements, I am, in effect, communicating to the centre that I do not require assistance with any service for the child in my care at the centre any longer and that if my child does require services from the centre, I can pay for these services by paying the agreed on fees in time every month.
- I understand that the terms of this contract have been formed to help make sure that the enrolled/said child gets quality care and good education and that I am actively helping the centre reach its goals while improving my and my family's position.
- I also agree to support the key principles of the school to help the school reach its goals, and I will:
  - Participate in school activities as often as I can.
  - Form good relationships with practitioners and centre management.
  - Respect parent/guardian association and staff structures and rules.
  - Respect and follow government rules.
  - Respect and help qualified practitioners who are a priority in the centre.
  - Encourage and participate in nutritional diversity (a variety of healthy food).
  - Actively learn and try to understand the gospel.
  - Participate in income-generating activities.
- I understand that the centre and all centre staff, parents/guardians, and other adults who enter the centre must strictly follow the centre's Child Protection Policy as well as all of the South African Child Protection Act.

The remaining conditions of employment, not expressly detailed above, shall be existing employer policy, rules and regulations and the general conditions of employment as contained in the Basic Conditions of Employment Act as well as the HR Policy of the centre.

Parent/guardian to initial here: \_\_\_\_\_



ADDITIONAL

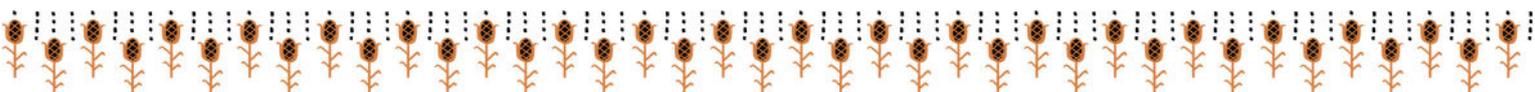
- **Meal Intervals**  
The employee agrees to a lunch break of \_\_\_\_\_ every \_\_\_\_\_ hours.
- **Sunday Work**  
Any work on Sundays will be by agreement between the parties from time to time. If the employee works on a Sunday, he/she shall be paid double the wage for each hour worked.
- **Public Holidays**  
The employee will be entitled to all official public holidays on full pay. If an employee does not work on a public holiday, he/she shall receive normal payment for that day. If the employee works on a public holiday, he/she shall be paid double.
- **Annual Leave**  
The employee is entitled to \_\_\_\_\_ days paid leave after every month of continuous service. Such leave is to be taken at times convenient to the employer and the employer may require the employee to take his/her leave at such times as coincide with that of the employer.
- **Sick leave**  
During every sick leave cycle of 36 months the employee will be entitled to an amount of paid sick leave equal to the number of days the employee would normally work during a period of six weeks.  
  
During the first six months of employment the employee will be entitled to one day's paid sick leave for every 26 days worked.  
  
The employee is to notify the employer as soon as possible in case of his/her absence from work through illness.

**11. Maternity leave**

(Cross the applicable clauses in the space provided).

11.1	The employee will be entitled to _____ days maternity leave without pay; or	
11.2	The employee will be entitled to _____ days of maternity leave at _____ (payment terms).	

Parent/guardian to initial here: \_\_\_\_\_



- Family responsibility leave**  
The employee will be entitled to three days family responsibility leave during each leave cycle.
- Parental leave**  
An employee, who is a parent of a child, is entitled to at least 10 executive calendar days parental leave when the employee's child is born, or adoption is granted; or the child is placed in the care of a prospective adoptive parent by a competent court, pending the finalization of an adoption order.
- Adoption Leave**  
An employee who is an adoptive parent of a child who is below the age of two is entitled to at least 10 weeks consecutive adoptive leave; or ten consecutive days parental leave when the adoption is granted, or the child is placed in his/her care as a prospective adoptive parent by a competent court, pending the finalization of an adoption order.
- Commissioning Parental Leave**  
An employee, who is a commissioning parent in a surrogate motherhood agreement is entitled to at least 10 weeks consecutive commissioning parental leave; or ten consecutive days parental leave when his/her child is born as a result of a surrogate mother agreement.
- Deductions from remuneration**  
The employer may not deduct any monies from the employee's wage unless the employee has agreed to this in writing on each occasion.
- Accommodation**  
Not applicable.
- General**  
Any changes to this agreement will only be valid if they are in writing and have been agreed and signed by both parties.

Parent/guardian to initial here: \_\_\_\_\_



Thus, done and signed at on this the day \_\_\_\_\_ (day and month) of 20\_\_\_\_\_.

Parent/guardian (beneficiary) signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness signature: \_\_\_\_\_

Centre representative signature: \_\_\_\_\_

Capacity: \_\_\_\_\_

Date: \_\_\_\_\_

Witness signature: \_\_\_\_\_



## Colossians 3:23-24

Whatever you do, do it from the heart for the Lord and not for people. You know that you will receive an inheritance as a reward. You serve the Lord Christ.



[www.childvision.co.za](http://www.childvision.co.za)  
[www.africanhoneybee.co.za](http://www.africanhoneybee.co.za)