

Kspace

International School

AGE 14 MONTHS TO 8 YEARS

WINTER SCHOOL 2019

DECEMBER 16TH 2019 - JANUARY 4TH 2020

Mon	Tue	Wed	Thu	Fri	Sat
OPEN Merry Cooks' Christmas Seasonal Cooking with Sensory Fun 16	OPEN World's Winter Tales Seasonal Stories, Phonics & Literacy 17	OPEN Elves' Art Workshop Arts and Crafts 18	OPEN Thistle Theatre Time Music and Media Merriment 19	OPEN Winter Games Day PE, Mini-Gym & Christmas Themed Treasure Hunts 20	OPEN Snowy Saturday Medley Seasonal Saturday School (Phonics, Maths, Art ... all the activities in one day) 21
OPEN Christmas Cooks Party! 23	CLOSED Christmas Eve 24	CLOSED Christmas Day 25	CLOSED Boxing Day! 26	CLOSED 27	CLOSED 28
CLOSED 30	CLOSED New Year's Eve 31	CLOSED New Year's Day 1	CLOSED 2	OPEN Winter Games & Fun Day 3	OPEN Snowy Saturday Medley 4

WINTER HOLIDAYS ARE AROUND THE CORNER
 SO BOOK ONLINE NOW FOR FESTIVE FUN
 AT KSPACE INTERNATIONAL SCHOOL!

WWW.KSPACETOKYO.ORG



We're here to make the festive period memorable and productive for your child! At Kspace we plan content well ahead, so that every one of our nine workshops is jam-packed with fresh activities, detailed content, and designed to appeal to all ages.

Your child can come along and have fun in our truly international setting whilst enjoying winter-camp style activities. Daily content includes a great balance of English language, physical and academic fun, with special themed focus periods. They will love our great projects, amazing teachers, and own special style of Kspace edutainment!



Ages & Times



Our schedule is designed to offer parents great service and support.

We have a great choice of attendance times, dates and courses, which work well for families that are rushing around in the busy Christmas and New Year period!

Winter School Age Groups

We have 4 age groups.

Little Skaters

14 months to 3 years

Mini-Sledgers

3 - 4 years

Skiers

4 - 6 years

Snowboarders

6 - 8 years

Times

Regular Day – 9.00am to 3.00pm

All day option – 9.00am to 5.00pm

Breakfast Club - 7.30am to 9.00am

Note: Booking runs in units 7.30am to 8.00am & 8.00am to 9.00am

After-School – Hourly lessons starting at 3.00pm & 4.00pm

Afternoon Extension - 5.00pm to 6.00pm & 6.00pm to 7.00pm





Fees Information



Entrance Fees

Kspace Members

No Winter School Registration Fee. Materials Fee of ¥4,000, per child

Enrolment for Visitors

Winter School Registration Fee of ¥8,000* per child & Materials Fee of ¥4,000, per child

*Alternatively, we recommend that you choose one of our other membership options and enjoy zero registration fee for future Summer & Winter School periods! See below:

Appropriate Materials & Membership Fees apply per child regardless of your choice of attendance day/days.

Kspace Main Membership @ 20,000yen (per child - 50% discount for siblings)

Covers entry to Parent & Child classes (including Saturday Family Circle), After-School (plus Saturday After-School), Private Tutorials, Seasonal Programmes and community events.

Kspace Saturday Membership @ 30,000yen (per child - 50% discount for siblings)

Covers entry to the Saturday School Programme, Saturday Family Circle, Seasonal Programmes, Private 1-1 Tuition on Saturdays and community events.

Attendance Fees

All age groups	Singles
Regular Day (9.00am to 3.00pm)	¥13,000
All day option (9.00am to 5.00pm)	¥16,000

After-School	Single Class (1 hour)	¥3,000
	Block of 10 classes	¥25,000

Breakfast Club	7.30am to 8.00am	¥1,000
	8.00am to 9.00am	¥1,000

Afternoon Extension	5.00pm to 7.00pm	¥2,000 per hour
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Private Tutorials (Age 3yrs +)

Academic Classes

¥7,000 per class (1 hr blocks).

One-to-one lessons in Maths, Literacy, Phonics, English, Science and general project and homework support.

Music Classes (Age 3yrs +)

¥5,000 per class (30 minute blocks).

One-to-one tuition in piano, guitar, ukulele & saxophone.

Please check for tutor schedules to match your needs.

Notes:

- No part-charge fees, invoiced per unit only.
- Blocks are valid up to (and including) Saturday January 4th 2020
- Consumption Tax of 10% will be added to all prices and fees

Refunds & Make-up Fees

After November 9th 2019 all bookings and payments are non-refundable or transferable.

Please refer kindly to the dates and further stipulations listed below:

Date of Cancellation	Charge
On or before November 9th 2019	20,000yen minimum charge
After November 9th 2019	*100% of Payment Retained by School

*Note:

- If the retained monies include a full Kspace or Saturday School Membership Fee, the family is entitled to use services as a Kspace member in the future for the named student.
- Winter School fees only apply to the Winter School period and services cannot be offered in lieu. Fees/credit cannot be carried over if unused, in full or in part.
- Credits or fees cannot be transferred to any other child or family.
- Make-up days may be offered (within the Winter School period) if 2 days notice of absence is given in writing (only).
- Approval of make-up days is based upon space availability and is at the discretion of the school.



Mondays - Merry Cooks' Christmas ***Seasonal Cooking with Sensory Fun***

Everyone loves to cook and there are so many great recipes at Christmas time that help to warm cold bellies! Cooking is a great way to use little hands and learn new techniques. It's also a brilliant method to involve children in all sorts of practical maths (like weights and measures), encouraging team and partner work, and increasing vocabulary.

The rooms will be filled with the smell of seasonal spices. If the children don't eat their delicious festive goodies in class, they might even bring some home!

Highlight: 'Pre-Christmas Eve' Party on 23rd with a visit from 'Santa'!

Tuesday – World's Winter Tales ***Seasonal Stories, Phonics & Literacy***

Winter is a great time to cozy-up together and enjoy a huge range of Christmas stories. This Tuesday we will be looking at some endearing winter tales from all around the world, including perhaps some countries where it's actually warm at Christmas time!

Our cute puppets and other colourful materials make learning the very best of fun! This 'one-day only' workshop will be a great chance for all four age groups to enjoy some of the very best children's books, brought to life in each group by our special 'Mystery Guest' reader.

Wednesday - Elves' Art Workshop ***Arts and Crafts***

Kspace is well known for its fun and amazing approach to teaching art. In this Winter School art workshop all children get to learn, explore, and enjoy a wonderful range of creative projects across the age groups. Our Winter Schoolers will enjoy craft projects from hanging decorations to full-scale murals. Some of their special work will be sent home for mummy and daddy, and everything that they do will help build up the excitement to Christmas Day!

Thursday - Thistle Theatre Time ***Music and Media Merriment***

Props, costumes, theme-based fun...so much action to look forward to on this special Thursday!

We bring some movie-style drama and role-play for the children, plus big screen karaoke with special Christmas songs on the menu...you can't go wrong!

All four age groups have a special age-appropriate theme, with percussion, interaction with puppets, and situation role-play to create memorable and rewarding experiences. Our massive Kokomo mascot may also make an appearance to help pose with the kiddies in their finale photo shoot!

Friday - Winter Games Day

P.E., Mini-Gym & Christmas Themed Treasure Hunts

On Friday 20th we will be asking, 'How will Santa deliver all those presents?' He needs a great workout and some training to get prepared, and today children are going to help him. We set our fantastically equipped gym up for some Santa style obstacle courses, team games, challenges, and physical fun! Children will love seeing how many presents they can get into their sacks, and how quickly they can climb down the pretend chimney in our beautifully equipped soft gym. The class will wind down some searches around the class for special 'treasure'.

In our New Year 'welcome back' class on January 3rd we will be celebrating the New Year of the Rat with some scampering and sneaky antics! Our children will have great fun learning how our fast four-legged friends can move between various obstacle courses, possibly in pursuit of delicious cheese 'n' biscuits!

Saturday - Snowy Saturday Medley

Seasonal Saturday School (Phonics, Maths, Art ... all the activities in one day)

The fun doesn't stop on Saturdays! We combine a range of great winter-themed activities to offer the children enjoy a balanced day of festive fun!

On Saturday 21st we will be looking at the fabulous wintery books of Raymond Briggs and taking inspiration from well-loved titles like The Snowman, The Bear and Father Christmas for our exciting content.

After New Year we jump straight into a new project on January 4th with a day's workshop looking specifically at winter white animals, their habitats and wonderful creatures that hibernate!





Winter School Lunch/Snack Guide



During all Winter School dates please provide packed meals/Obento from home.

ALLERGY & SAFETY NOTE

If your child has any allergies please ensure that you let us know at enrolment stage.

All food sent into Kspace by all parents must adhere to our Prohibited Foods List - see on right.

Any food that breaks this code must unfortunately be thrown away.

Breakfast Club (7.30am to 9.00am)

Please send in your own breakfast if you would like your child to have breakfast at Kspace.

Regular Programme (9.00am to 3.00pm)

Your child will need:

- 1 Mid-morning snack (no sweets/junk food please)
- Lunch
- 1 drinking bottle full of water (easy to open, labelled with your child's name).

Please also provide an additional bottle of water

After School (3.00pm to 5.00pm)

If your child is staying on after 3.00pm (or joining us for after school classes) please provide an additional snack (no sweets/junk food please).

Evening Extension (5.00pm to 7.00pm)

If your child is staying on after 5.00pm please provide an additional snack or light meal of your choice from home.



The following items are prohibited at Kspace in both lunches and snacks

ALLERGENS

- ★ All nuts (including but not limited to peanuts, cashews, almonds and pine nuts)
- ★ Nut products (e.g. pastry containing ground almonds) / nut oils
- ★ Sesame, milk or yoghurt drinks.
- ★ Eggs e.g. boiled, mashed eggs etc.
- ★ Some biscuits/cakes contain eggs but please avoid if possible.

PROHIBITED NON-ALLERGENS

- ★ Sweets
- ★ Candy
- ★ Chocolate
- ★ Coke, Soda, Fizzy Drinks
- ★ Mochi, dango, Konyaku
- ★ Small jellies that are a choking hazard
- ★ Coffee/caffeinated drinks
- ★ Kimchee, garlic and other foods with strong odours (natto, various cheeses, fermented foods etc)
- ★ Any fruits etc. with stones e.g. ume/ume boshi, whole advocado or peach

Some children are allergic to other substances or food sources (honey, gluten, wheat etc) and it is mandatory that parents inform us of these allergies. These items will not to be added to our prohibited foods due to incidence of use at the school. We do not encourage any sweets/cakes/junk food etc please.



Age Group's Schedules



	Little Skaters (14 months to 3 years)	Mini-Sledgers (3 to 4 years)	Skiers (4 to 6 years)	Snowboarders (6 to 8 years)
7:30-9:00	Optional Early Drop Off (Breakfast Club)			
9:00 am	Regular Drop Off	Regular Drop Off	Regular Drop Off	Regular Drop Off
9:15-9:30	Morning Winter Circle Time	Morning Winter Circle Time Phonics Box	Morning Winter Circle Time & Phonics	Morning Winter Circle Time & Phonics
9:30-9:45				
9:45-10:00				
10:00-10:15	Story & Snack plus Toilet Time	Story & Snack plus Toilet Time	Morning Exercise	Morning Exercise
10:15-10:30			Snack plus Toilet Time	Snack plus Toilet Time
10:30-10:45	Daily Themed Activity 1	Daily Themed Activity 1	Daily Themed Activity 1	Daily Themed Activity 1
10:45-11:00				
11:00-11:15	P.E./Sports/ Dance Activity	Early Phonics		
11:15-11:30				
11:30-11:45	Lunch & Toilet Time/Nappies	P.E./Sports/ Dance Activity	Winter Story Time	Winter Story Time
11:45-12:00				
12:00-12:15	Cocoon Club (for sleepers) or Activity (non-sleepers)	Lunch & Toilet Time	Daily Themed Activity 2	Daily Themed Activity 2
12:15-12:30				
12:30-12:45				
12:45-1:00				
1:00-1:15	Wake-up/Toilet Time/ Nappy Change	Mystery Box & Music Circle (early Phonics)	P.E./Sports/ Dance Activity	Daily Phonics
1:15-1:30				
1:30-1:45				
1:45-2:00			Daily Phonics	P.E./Sports/ Dance Activity
2:00-2:15	Daily Themed Activity 2	Daily Themed Activity 2	Daily Maths	Daily Maths
2:15-2:30				
2:30-2:45	Closing Circle in gym	Closing Circle and Reiteration	Closing Circle	Closing Circle
2:45-3:00				
3.00pm - Regular Collection Time (or children can enjoy After-School or Private Tuition)				
3:00-4:00	After-School Classes			
4:00-5:00	After-School Classes			
5:00-7:00	Extension Hrs available in units of 1 hr @ 2,000yen			

The time periods above might be altered by our teachers according to student needs.



Media & Communication with Parents



During Winter School we hope to give you a window into your child's time with us through lovely newsletters and occasional KspaceTV Mini-Movies. You will receive links to these sent to your email address and you will also have access to a members' website that holds all Saturday/Seasonal School updates. You can download the newsletters or take a look at other info and learn more about what we do at Kspace.

Note: Parents that enroll with us for Winter School receive a Winter School Starter pack before the start of Winter School. This has all information about access to your online media winter members' web and password.

You will also receive a set of forms to sign. In this authorization pack you will be asked to sign a notice that gives us permission to photograph and record your child. Unfortunately it isn't possible in the Seasonal School periods to segregate individual children or make special arrangements whilst recording. We are here to answer any of your questions.



Sample of past Winter School newsletters



SCAN ME



Kokomo Club Private Members' Web Example

 [@kspaceinternationalschool](https://www.facebook.com/kspaceinternationalschool)

 [@kspaceinternational](https://www.instagram.com/kspaceinternational)

Follow and LIKE us to stay connected

BOOK IMMEDIATELY NOW!

kspacetokyo.org/main/about/winter-school-online-booking-form.php





After School Programmes



December 16th 2019 to January 4th 2020

Aspace

Afternoon Programme

After our Regular Programme's collection time, we run additional specialised classes throughout the afternoon. After enjoying their closing Circle Time, your child will have a refreshment, clean up and enjoy more funky fun! Children who are enrolled in our full day programme will automatically join these classes, unless you opt for private tutorials instead.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Little Skaters (14 months to 3 years)	3:00 - 4:00 Winter Crafts	3:00 - 4:00 Percussion Fun!	3:00 - 4:00 Ball Games	3:00 - 4:00 Pre-phonics	3:00 - 4:00 Messy Paint Madness	3:00 - 4:00 Drumming
	4:00 - 5:00 Club ABCs	4:00 - 5:00 Gym Babies	4:00 - 5:00 Winter Sing-Song	4:00 - 5:00 Club 123s	4:00 - 5:00 Magical Stories	4:00 - 5:00 Art

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mini-Sledgers (3 to 4 years)	3:00 - 4:00 Winter Crafts	3:00 - 4:00 Warm & Cozy Cooking	3:00 - 4:00 Percussion Fun!	3:00 - 4:00 Hip Hip	3:00 - 4:00 Messy Paint Madness	3:00 - 4:00 Cooking
	4:00 - 5:00 Winter Sing-Song	4:00 - 5:00 Winter Crafts	4:00 - 5:00 Smallfoot & Happy Feet Dance	4:00 - 5:00 Snowy Science	4:00 - 5:00 Cup Cake Decorating	4:00 - 5:00 Music

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Skiers (4 to 6 years)	3:00 - 4:00 Famous Artists	3:00 - 4:00 Winter Crafts	3:00 - 4:00 Singapore Maths	3:00 - 4:00 Sticky Science!	3:00 - 4:00 World Art	3:00 - 4:00 Phonics
	4:00 - 5:00 Singapore Maths	4:00 - 5:00 Warm & Cozy Cooking	4:00 - 5:00 Construction-Club	4:00 - 5:00 Famous Artists	4:00 - 5:00 Beebot Club	4:00 - 5:00 Art

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Snowboarders (6 to 8 years)	3:00 - 4:00 Famous Artists	3:00 - 4:00 Winter Crafts	3:00 - 4:00 Singapore Maths	3:00 - 4:00 Sticky Science!	3:00 - 4:00 World Art	3:00 - 4:00 Maths
	4:00 - 5:00 Singapore Maths	4:00 - 5:00 Warm & Cozy Cooking	4:00 - 5:00 Construction-Club	4:00 - 5:00 Hip Hip	4:00 - 5:00 Beebot Club	4:00 - 5:00 Art

Private Tutorial

Ages 3-11 Years.

(approx age - Kspace can tutor all ages over 3yrs so please enquire)

Private tutorials are available in many subjects and we can also assist your child with holiday homework from other schools, interview techniques and speech practice.

Our range of options includes EFL/English Language, Phonics, Literacy, Mathematics, Science and Music (Guitar, Ukelele, Saxophone and Piano).

Please mail us in advance if you have a specific area of interest. All students attend one paid assessment lesson with full tutor-feedback and a personalized study plan.



Winter School Uniform

NOTE: All students must wear a Kspace sweatshirt or Kspace T-shirt for all classes. The children cannot wear non-uniform jackets or jumpers/cardigans over their uniform whilst inside the school.

Little Skaters

14 months to 3 years



Yellow



Orange



Mini-Sledgers

3 - 4 years



Pink



Red



Skiers

4 - 6 years



Green



Snowboarders

6 - 8 years



Purple



PRICES

Regular T-shirt ¥2,800

Allergy Safety T-shirt ¥3,000

Japanese Consumption Tax @10% will be added to prices.

SIZES

100 110 120 130 140

(Sizes 110cm, 130cm, 140cm & 150cm for sweatshirts)

ORDER

T-shirts are ordered directly from:
accounts@kspacetokyo.org

Please write 'Winter Uniform Order' in the title and tell us your:

Child's name

Age group

Size

If you need T-shirt or Sweatshirt, or both

How many T-shirts you need

Elementary After School



Purple



Black

Allergy Awareness Student Safety Shirt

Any student with an allergy/special diet must wear this T-shirt and also have a spare in their bag.

The T-shirt design alerts teachers to take extra care.



Shoe/Spare Clothes Bag
¥700

Tote Bag
¥1,000



Uniform Indoor Shoes

Only plimsolls/上履き are permitted inside the school
White or Black
Note: not for sale at Kspace



Regular Sweatshirt @ ¥3,000

Allergy Sweatshirt @ ¥4,000

