

GOLDWATER EDUCATION (PTY) LTD trading as



GOLDWATER

PRE-PRIMARY

APPLICATION FORM FOR ADMISSION TO GRADE 00 (4-5 years)

I, _____ request a place for my child at Goldwater Pre- Primary.

Child's First Name/s : _____ ID no: _____

Child's Surname : _____

Girl Boy Age: _____ Date of Birth: _____

Child's Residential Address: _____

Requested start: Month _____ Year _____

Please tick one of the following:

Full Day	Open from 7:00 – 17:30
Half Day	Open from 7:00 – 14:30

Your application will not be considered if the following items do not accompany the application form

- 1) Copy of the child's birth certificate
- 2) Copy of the child's clinic card
- 3) Copy of both parents' ID books/ passports
- 4) Copy of both parents' latest pay slips
- 5) Copy of latest report from child's previous school (if applicable)
- 6) Therapy reports (if applicable)
- 7) A current Id photo of the child
- 8) A non-refundable administration fee payable upon acceptance of enrolment
- 9) Letter of confirmation from current school that confirms all school fees are up to date.
- 10) Departmental transfer forms if applicable.

Confidential:

Details of parents:

Mother's name: _____	Father's name: _____
ID/ Passport number: _____	ID/ Passport number: _____
Occupation: _____	Occupation: _____
Employer: _____	Employer: _____
Home Number: _____	Home Number: _____
Work Number: _____	Work Number: _____
Cell: _____	Cell: _____
Email: _____	Email: _____

Foster/Step Parent details:

Name: _____

ID/Passport Number: _____

Cell number: _____

Email address: _____

Emergency (in the event parent/s cannot be contacted) :

Name: _____	Name: _____
Relationship to child: _____	Relationship to child: _____
Telephone numbers: _____	Telephone numbers: _____

Are the child's parents married/divorced/remarried?

Is the child adopted or in foster care?

Who will normally bring or collect your child? _____

Other person/s authorized to collect child (person/s must be a minimum of 18 years of age) : _____

(Children will not be allowed to leave with persons not named by you)

General Information:

Home language of child? _____

Is your child left- or right-handed? _____

What is your child's religion? _____
(Please note that GOLDWATER EDUCATION (PTY) LTD t/a GOLDWATER PREPARATORY SCHOOL is a Christian-based school and therefore Bible Education is part of our curriculum.)

Doctor's Name: _____	Doctor's Address: _____
Telephone: _____	

In case of emergency:

Name of Medical Aid: _____

Medical Aid Number: _____

Main Member and ID number: _____

Has your child attended a playgroup or pre-school previously? If so, please give details: _____

Who can receive your child's report? Mom / Dad / Either / Other

Special Needs:

Does your child have any special needs? Please give details (If none, please state)

Medication:

Is your child on regular medication? Yes/No (If none, please write 'none') _____

If medication is to be given at school, please request a medication form.

Name of medication _____

Eating and Sleeping:

My child goes to bed at _____ o'clock.

My child sleeps peacefully/ restlessly/ has nightmares often.

My child eats: Very well Well OK Poorly Needs assistance

Any allergies, medical or dietary needs:

Please comment on your child's:
Sight: _____
Hearing: _____
Speech: _____

Other professionals:

Has your child had involvement with any other professionals? (e.g. Speech Therapist, Occupational Therapist, Physiotherapist)

If yes, please give details: _____

Are there any issues that cause you concern regarding your child's care and education? _____

Permission form (please initial)

Photographs & Video:

Throughout the year photographs are taken by staff as part of your child's profile, for display, as well as for observation.

Please indicate if you give permission for your child to be photographed.

Yes _____ No _____

Occasionally photographs of children may be used in publications or local press.

Please indicate if you give permission for your child to be photographed.

Yes _____ No _____

Videos may be made of the occasional event for parents or training purposes.

Please indicate if you give permission for your child to be videoed.

Yes _____ No _____

Facebook Site:

I give permission for my child _____ to be featured on the school's Facebook sites.

Individual photo's Yes ____/No _____

Group photo's Yes ____ No _____

Student observations:

We would like to use Goldwater Preparatory School to help train educational students. We hope that you will accept them as part of the team and we ask you to give permission for them to observe your child in this setting. Some observations are recorded, but the child's real name is never used.

Please indicate if you give permission for your child to be observed by students.

Yes _____

No _____

TERMS AND CONDITIONS OF ENROLMENT

We / I , the undersigned, (Full names- Mom)_____ with Identity Number _____

and(Full names- Dad)_____ with Identity Number _____

(hereafter referred to as the Applicant (the singular to be inclusive of the plural)
(being the person/s liable for the payment of tuition fees and / or any other amounts)

residing at _____

and at _____

respectively, do hereby authorise **GOLDWATER EDUCATION(PTY) LTD** trading as Goldwater Preparatory School (hereinafter referred to as "the School") to confirm our / my credit rating for the purpose of the enrolment procedure and we / I hereby agree to be bound by the following Terms and Conditions:

1 RULES, REGULATIONS, PROCEDURES

- 1.1 The Applicant and the child will be bound by all and any rules, regulations, policies and procedures of the School as determined by the Directors of the School and/or the Principal from time to time;
- 1.2 The child will be subject to the rules, system of discipline and dress code laid down by the Directors of the School and / or the Principal;
- 1.3 The Applicant agrees to abide by the code of conduct and merit system as outlined in the Information Booklet.

2 PAYMENT OF FEES AND / OR OTHER AMOUNTS DUE TO THE SCHOOL

- 2.1 We / I acknowledge that we/ I are aware of and agree to the fact that the initial registration fee paid by us / me with regard to the child is non-refundable and will be forfeited in the event of our / my cancelling the registration of the child.
- 2.2 All tuition fees will be due and payable monthly in advance on the first day of each month with the exception of the payment of tuition fees for the first month which must be paid before the start of the first school term;
- 2.3 The Applicant will be jointly and severally liable for payment of tuition fees and / or any other amount for which he / she may be liable to the school.
- 2.4 **Only stop orders will be excepted for the payment of school fees.**

3 NON – PAYMENT OF FEES AND / OR OTHER AMOUNTS DUE TO THE SCHOOL

- 3.1 Without limiting or detracting from the School's rights to enforce payment of any and all amounts due to it, the School may at its sole discretion:
 - 3.1.1 prevent the child from participating in any extra mural activities, until the outstanding tuition fees are paid in full or suitable written arrangements to pay, have been agreed upon by the School and the defaulting party.
 - 3.1.2 refuse the return of the child to the School, until the outstanding tuition fees are paid in full or suitable written arrangements to pay, have been agreed upon by the school and the defaulting party.
- 3.2 In the event of tuition fees and /or any other amount not being paid by due date, such failure will cause the whole outstanding balance of the annual tuition fees then outstanding to become immediately due and payable;
- 3.3 the Applicant will be liable to pay a late payment fine of R150 on any tuition fees and / or any other amount not paid on the due date for payment of such fees and / or amount /s at the legal rate calculated from due date to date of payment in full;
- 3.4 In the event of the School being obliged to hand over for collection through its attorneys any outstanding tuition fees or any other amount whatsoever, the Applicant will be liable for the legal costs incurred by the School for the collection of such outstanding amount /s on a scale as between attorney – and – client, including such collection commission which the School may be obliged to pay its attorneys as well as Advocate's fees (not limited to tariff) and tracing agent's fees.

4 NOTICE PERIODS

- 4.1 Should the Applicant choose to terminate the child’s enrolment at the School, the Applicant will give a full calendar terms written notice to the school (i.e notice to be given before the 1st day of the month), failing which the Applicant will be obliged to pay the terms fees in lieu of notice together with any other amounts due to the School;
- 4.2 No written notice will be accepted for the last term (October to December), unless the child will not be returning to the school the following year. Should the Applicant choose to terminate the child’s enrolment within this time, the Applicant will be obliged to pay the full term’s fees in *lieu* of notice together with any other amounts due to the School and prior to the learner leaving;
- 4.3 The School shall provide the Applicant with 2 (two) months written notice of any increase in tuition fees;
- 4.4 Where the School is unable to give notice as stipulated in Clause 9, short notice shall be effective but the Applicant will be entitled to give short notice of termination of the child’s enrolment at the School provided it is occasioned by the increase of fees and given immediately in writing prior to the commencement of the month in which the said increase will become effective.

5 INDEMNITY

The Applicant hereby indemnifies the School and / or its staff and / or their authorised agents against any and all claims arising out of any injury, loss of life, loss, damage, costs or expenses, including legal costs on an attorney –and-client scale , suffered by the child or Applicant while on the School premises, or during School activities which take place away from the School premises, or during the transport of the child for School purposes whilst the child is under the control of the School.

6 WAIVER

Any relaxation or deviation from these Terms and Conditions will not be deemed to be a waiver of the School’s right to enforce strict compliance of the Terms and Conditions;

7 ACCEPTANCE OF TERMS AND CONDITIONS

The Applicant will be deemed to have accepted and understood the above Terms and Conditions upon the signature below. **(Please initial each page)**

Signature of Applicant

1) _____

2) _____

Id No _____

Id No _____

Date _____