

Name of Pupil

Application for Admission to Bryneven Primary School - Grade R (enrolment for the year 2025)



PLEASE NOTE: This Application can only be considered by the School if:

1. all relevant parts have been completed correctly and in full;
2. the Application document has been correctly initialled and signed;
3. the following documentation accompanies the Application:
 - 3.1 certified copy of the Learner's Unabridged Birth Certificate
 - 3.2 copy of Learner's latest Report Card
 - 3.3 copy of Learner's Immunization Card
 - 3.4 certified copy of Identity Document of person/s signing the Application
 - 3.5 proof of residence of person/s signing the Application
 - 3.6 in respect of non - South African Residents:-
 - certified copy of Learner's Study or Permanent Residence permits
 - certified copy of Residence permit for person/s signing the Application

FOR OFFICE USE ONLY Enrolment Payment Details	FOR OFFICE USE ONLY Checklist	
Account number:	Unabridged Birth Certificate	
Enrolment Fee Paid: R	Report Card	
Other fees paid: R	Immunization Card	
Total amount paid: R	Identity Document/s	
Debit Order Form Completed: YES NO	Proof of Residence/permits	
	Caregiver Affidavit	
PAYMENT METHOD	Loaded onto Edupac	
Cash EFT Cheque	Counted by Admissions Secretary	
Receipt No:	Class allocation	
Date paid:	House	
Comments:	Accepted: YES NO Admission Date:	

PART A

REQUIRED INFORMATION

PARENT/GUARDIAN/CAREGIVER (1)

SURNAME : _____ TITLE (Mr/Mrs/Miss/Dr/Prof) _____

FIRST NAMES : _____

RELATIONSHIP TO LEARNER : (Natural Parent/Legal Guardian/Step/Foster Parent/Grandparent/Caregiver/Other) _____

IDENTITY NUMBER : _____

OCCUPATION : _____

NAME OF EMPLOYER : _____

ADDRESS OF EMPLOYER : _____

TEL NO: WORK : _____ HOME: _____ CELLULAR: _____

EMAIL ADDRESS : _____ FAX NO: _____

MARITAL STATUS : (Married/Divorced/Single/Widow/er/Separated) _____

: If married, name of spouse _____

RESIDENTIAL ADDRESS : _____

POSTAL ADDRESS : _____

PARENT/GUARDIAN/CAREGIVER (2)

SURNAME : _____ TITLE (Mr/Mrs/Miss/Dr/Prof) _____

FIRST NAMES : _____

RELATIONSHIP TO LEARNER : (Natural Parent/Legal Guardian/Step/Foster Parent/Grandparent/Caregiver/Other) _____

IDENTITY NUMBER : _____

OCCUPATION : _____

NAME OF EMPLOYER : _____

ADDRESS OF EMPLOYER : _____

TEL NO: WORK : _____ HOME: _____ CELLULAR: _____

EMAIL ADDRESS : _____ FAX NO: _____

MARITAL STATUS : (Married/Divorced/Single/Widow/er/Separated) _____

: If married, name of spouse _____

RESIDENTIAL ADDRESS : _____

POSTAL ADDRESS : _____

PERSON TO WHOM ACCOUNTS/CORRESPONDENCE MUST BE SENT: _____

LEARNERS DETAILS:

SURNAME : _____

FULL NAMES : _____ NAME USED: _____

DATE OF BIRTH : _____ IDENTITY/PASSPORT NO: _____

GENDER : _____ RELIGION: _____

RESIDES WITH (1/2 above) : _____ HOME LANGUAGE: _____

NAME & GRADE OF SIBLINGS AT BRYNEVEN: _____

PREVIOUS SCHOOL: _____

MEDICAL AND EMERGENCY CONTACT DETAILS

MEDICAL AID NAME AND NUMBER: _____

NAME OF PRIMARY MEMBER : _____

DOCTOR'S NAME AND NUMBER : _____

LEARNER'S SPECIAL HEALTH REQUIREMENTS OR OTHER PERTINENT INFORMATION:

: _____

: _____

ALTERNATE CONTACT INFORMATION IN THE CASE OF EMERGENCIES:

1) NAME OF CONTACT AND TELEPHONE NUMBER : _____

RELATION TO CHILD : _____

2) NAME OF CONTACT AND TELEPHONE NUMBER : _____

RELATION TO CHILD : _____

PART B

ENROLMENT AGREEMENT

between the School Governing Body of Bryneven Primary School (hereinafter referred to as "the School) and the Parent/Guardian/Caregiver/s whose signatures appear hereunder (and who are collectively referred to hereinafter as the "Parent").

TERMS AND CONDITIONS

1. **SCHOOL FEES**

1.1 The fees payable and the terms of payment are as set out in Part D hereto.

1.2 The persons signing this Agreement are jointly and severally liable to the School for payment of fees.

1.3 The Parent consents to and authorises Bryneven Primary, the supplier, service and/or credit provider, as the case may be, to:

a) Contact, request and obtain information at any time from any supplier, service or credit provider (or potential credit provider) or registered credit bureau in order to assess the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the consumer / debtor: and

b) Provide information about the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the consumer / debtor to any registered credit bureau or to any supplier, service or credit provider (or potential credit provider) seeking a trade reference regarding the consumer's/debtor's dealings with the supplier, service and/or credit provider.

1.4 School fees are a statutory debt which is prescribed by law and may NOT be referred to a Debt Councillor for debt review under Section 129 of the National Credit Act. Schools are exempt from the National Credit Act.

1.5 In terms of family law, parents are jointly and severally liable for the payment of school fees irrespective of their marital status.

In the event of non-payment of school fees the school will institute legal action against both parents irrespective of maintenance and court orders which may exist between the parties.

1.6 Failure to effect payment of the enrolment fee timeously or at all, may result in acceptance for enrolment being revoked by the School and at its sole discretion.

1.7 Grade R is a privately run institution. In the event that school fees or any part thereof, are not paid on due date, the School may immediately cancel this Agreement and the Learner will be required to leave the Grade R class and the School premises and will no longer be permitted to attend the Grade R class.

1.8 The Parent shall give the School notice of no less than one school term, of his/her intention to remove the Learner from the School, irrespective of the reasons for such removal. If such notice is given, the Parent shall be entitled to a pro rata refund of fees paid, for the period subsequent to the term in respect of which notice is given. If no such notice is given, payment in lieu of notice, equivalent to one term's contribution, will be due and payable.

1.9 The Parent shall be liable for all legal costs incurred by the School in recovering amounts due and payable by him/her to it, on an attorney and client scale including tracing agent and collection costs, whether or not such costs are incurred prior to the institution of any legal action against the Parent. In addition, the Parent shall be liable for payment of interest on amounts due, calculated at the prime overdraft rate as charged by First National Bank from time to time plus 2%, compounded monthly in arrears. A certificate signed by the Governing Body in respect of any amount/s owed by the Parent to the School shall be *prima facie* proof thereof and it will not be necessary for the School to prove the authority of the signatory of the certificate.

1.10 Consent to the jurisdiction of the Magistrate's Court for the district of Randburg in respect of any matter arising from this Agreement, is hereby expressly given by the Parent. For the purposes of any court processes, proceedings and notices, the Parent chooses the physical address, and/or email address reflected in Part A above as his/her *domicilium citandi et executandi* and the School chooses the physical address at which it is situated.

1.11 The following are not included in or covered by school fees:

1.11.1 meals and snacks

- 1.11.2 school magazine and photographs
- 1.11.3 fund-raising events
- 1.11.4 extraordinary costs, levies and fees associated with outings/ day excursions
- 1.11.5 incidental costs (if any)
- 1.11.6 damage to or destruction of school property by the Learner
- 1.11.7 aftercare facilities.

2. CONSENT IN RESPECT OF EXTRA-CURRICULAR ACTIVITIES

- 2.1 The Parent hereby expressly consents to the Learner participating in any outings and extra-curricular activities arranged by the School.
- 2.2 The School shall take all reasonable precautions to ensure the safety and well-being of the Learner. The School shall not be held liable for any injuries sustained by the Learner.
- 2.3 Should the Parent, subsequent to conclusion of this Agreement, require that the Learner does not participate in one or other extra-curricular activity, the onus shall be on the Parent to advise the School thereof in writing.

3. PERMISSION IN RESPECT OF MEDICAL TREATMENT

- 3.1 The Parent hereby expressly grants his/her permission to the School and/or its appointees, to procure immediate medical, surgical and /or hospital treatment for the Learner should the need arise and to take all reasonable steps as are required in this regard.
- 3.2 The School shall take all reasonable steps to contact the Parent or alternate contact persons in the case of an emergency.
- 3.3 The Parent shall be responsible for payment of all costs incurred in respect of the treatment received by the Learner. The School shall not be held liable for any such costs.
- 3.4 Should the Parent require the School to be specifically aware of any medical/adverse health condition of the Learner, the Parent shall notify the School thereof in writing.

4. ADDITIONAL SCHOOL RELATED MATTERS

- 4.1 The Parent and the Learner are to abide by the School's ethos, policies, rules and regulations, including the School's standards of discipline, behaviour, attitude, extramural involvement and social values. The School is entitled to manage and discipline the Learner in accordance with the School's disciplinary policy.
- 4.2 The Parent is required to inform the Learner's teacher of domestic changes which may adversely affect the Learner's performance and/or behaviour at School.
- 4.3 The School cannot be held responsible for lost and/or damaged items of clothing and equipment.
- 4.4 The Parent may be held liable for damage to School property or injury to person, caused by the Learner.

5. PERMISSION IN RESPECT OF PHOTOGRAPHS

- 5.1 The school may from time to time post photographs taken at various school events on its official website, and display such photographs in the newsletters (online and hard copies), in the school prospectus and other school information. Your child/children may appear in the photographs selected for publication via such mediums.
- 5.2 **Please tick one of the boxes below:**
- 5.2.1 I give permission for my child/children to be photographed and have their full name published.
- 5.2.2 I do not consent to my child/children being photographed at school.

5.3 This consent, if granted will remain effective until such time you advise the school otherwise, in writing.

6. GENERAL

- 6.1 Parts A, C and D of this Application document are incorporated in and form part of this Agreement.
- 6.2 No variation, amendment or purported cancellation, of this Agreement, shall be of any force or effect unless reduced to writing and signed by the Parent and the School.
- 6.3 The Governing Body shall not be bound by any undertaking, representation or warranty not recorded herein, nor shall any indulgence which the Governing Body may grant to the Parent be deemed to be a waiver of, or prejudice, its rights hereunder.
- 6.4 By the Parent/s signatures hereto, he/she/warrants that:
 - 6.4.1 he/she has read and understood the Agreement and considers it binding on him/her; and
 - 6.4.2 the information supplied under Part A is true and correct.
- 6.5 Signature hereof by the School signifies acceptance of the Application.

SIGNATURE OF PARENT/GUARDIAN/CAREGIVER (1)

NAME:.....

DATE: PLACE:.....

SIGNATURE OF PARENT/GUARDIAN/CAREGIVER (2)

NAME:.....

DATE: PLACE:.....

SIGNATURE OF PERSON RESPONSIBLE FOR PAYMENT OF SCHOOL FEES.

DATE: PLACE:.....

SIGNATURE ON BEHALF OF SCHOOL GOVERNING BODY
NAME:

DATE:..... PLACE:.....

PART C

AFFIDAVIT BY CAREGIVER

I, the undersigned

.....

do hereby make oath and state that:

1. I am the caregiver of the Learner whose details appear under Part A of the Application for Admission.
2. The said Learner resides with me.

DEPONENT

SIGNED AND SWORN TO BEFORE ME AT..... ON THIS THEDAY OF 2024, THE DEPONENT HAVING ACKNOWLEDGED THAT HE/SHE KNOWS AND UNDERSTANDS THE CONTENT OF THIS AFFIDAVIT, THAT HE/SHE HAS NO OBJECTION TO TAKING THE PRESCRIBED OATH WHICH OATH HE/SHE CONSIDERS BINDING ON HIS/HER CONSCIENCE.

COMMISSIONER OF OATHS

PART D

FEES AND PAYMENT TERMS

A non-refundable enrolment fee of R3 000.00 is payable immediately on acceptance of the Application.

1. School fees for the year 2024 are R 60 280.00 per child for Grade R.
2. The Governing Body will confirm the fees payable for 2025 at the School's Annual General Meeting to be held in 2024.
3. School fees are payable on the last day of each month and in accordance with monthly Statements of Account.
4. If parents are in arrears with one instalment then the *full* amount becomes due and payable immediately.
5. The following options are available for payment of fees in respect of Grade R for the current 2024 year:

Payment Options – Current Year	Per Child
Eleven monthly payments by Cheque/EFT/Debit Order/Credit card*	R 60 280.00 at R 5 480.00 x 11 payments (Gr R)

6. * The School accepts MasterCard and Visa credit cards only.
7. The School's banking details are:

Bank: First National Bank
Branch Code: 250017
Account No.: 62468873841
Type of Account: Current Account

8. Payment details to be specified = Surname, Name, Fees/Tour/Magazine etc.
9. The school also offers a debit order facility; the debit order form is obtainable from the finance office-if you select this option of payment.