

# SANDTON SCHOOL GROUP: APPLICATION FOR BOARDING SCHOOL



**MOST IMPORTANT**

This application for Admission will only be processed if all fields are completed legibly, are signed and ALL necessary supporting documents are attached.

### NECESSARY SUPPORTING DOCUMENTS, COMPLETED SECTIONS & FORMS

- |   |  |
|---|--|
| <input type="checkbox"/> Copy of Child's Birth Certificate<br><input type="checkbox"/> Copy of Child's Vaccination Records if available<br><input type="checkbox"/> Copy of Parent's / Legal Guardians ID Documents | <input type="checkbox"/> Section 1 – 15 Completed & Signed<br><input type="checkbox"/> Proof of Residential address<br><input type="checkbox"/> Copy of last school report |
|---|--|

### SECTION 1 : CHILD'S PERSONAL DETAILS

MONTH & YEAR APPLIED FOR \_\_\_\_\_

SURNAME \_\_\_\_\_ FULL NAMES AS ON BIRTH CERTIFICATE \_\_\_\_\_

PREFERRED NAME \_\_\_\_\_ ID \_\_\_\_\_  
 NUMBER \_\_\_\_\_

DATE OF BIRTH     YYYY     /   MM   /   DD        AGE \_\_\_\_\_      GENDER     BOY     GIRL

HOME & OTHER SPOKEN LANGUAGE/S      HOME \_\_\_\_\_      OTHER \_\_\_\_\_

NATIONALITY \_\_\_\_\_ COUNTRY OF ORIGIN \_\_\_\_\_ DATE OF IMMIGRATION \_\_\_\_\_

RACE    

ASIAN	AFRICAN	COLOURED	INDIAN	WHITE	OTHER
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RELIGION \_\_\_\_\_ RESIDENCE    

PARENTS	GUARDIANS	OTHER
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PERSON RESPONSIBLE FOR CHILD AT SCHOOL    NAME \_\_\_\_\_    RELATIONSHIP \_\_\_\_\_

## SECTION 2 : CHILD'S MEDICAL DETAILS

BLOOD TYPE 

O+	O-	A+	A-	AB+	AB-	B+	B-	UNKNOWN
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FAMILY DOCTOR NAME \_\_\_\_\_ TEL NO \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CODE \_\_\_\_\_

MEDICAL AID NAME \_\_\_\_\_ MEMBER NUMBER \_\_\_\_\_  
 MAIN MEMBER INITIALS & SURNAME \_\_\_\_\_ MAIN MEMBER ID NUMBER \_\_\_\_\_  
 OPTION \_\_\_\_\_

HAS THE CHILD RECEIVED ALL THE NECESSARY IMMUNISATIONS? IF NO, PLEASE STATE REASON.

REASON \_\_\_\_\_

HAS THE CHILD SUFFERED FROM ANY OF THE FOLLOWING ILLNESSES? IF YES, PLEASE INDICATE WITH AN X.

<input type="checkbox"/> ASTHMA <input type="checkbox"/> CHICKEN POX <input type="checkbox"/> DIABETES <input type="checkbox"/> DIPHTHERIA	<input type="checkbox"/> ENTERIC FEVER <input type="checkbox"/> GERMAN MEASLES <input type="checkbox"/> HEPATITIS <input type="checkbox"/> MALARIA	<input type="checkbox"/> MEASLES <input type="checkbox"/> MUMPS <input type="checkbox"/> POLIO <input type="checkbox"/> RHEUMATIC FEVER	<input type="checkbox"/> SCARLET FEVER <input type="checkbox"/> TICKBITE FEVER <input type="checkbox"/> TYPHOID FEVER <input type="checkbox"/> WHOOPING COUGH
		<input type="button" value="YES"/>	<input type="button" value="NO"/>

DOES YOUR CHILD HAVE A BEDWETTING PROBLEM?

DOES THE CHILD SUFFER FROM ANY ALLERGIES?

IF YES, PLEASE GIVE DETAILS. \_\_\_\_\_

DOES OR HAS THE CHILD SUFFERED FROM ANY OTHER ILLNESSES OR DISABILITIES?

IF YES, PLEASE GIVE DETAILS. \_\_\_\_\_

IS THE CHILD RECEIVING MEDICAL TREATMENT FOR ANY CONDITION?

IF YES, PLEASE GIVE DETAILS. \_\_\_\_\_

IS OR HAS THE CHILD SUFFERED FROM OR RECEIVED TREATMENT FOR ANY PSYCHOLOGICAL OR EMOTIONAL UPSET?

IF YES, PLEASE GIVE DETAILS. \_\_\_\_\_

HAS THE CHILD HAD ANY OPERATIONS?

IF YES, PLEASE GIVE DETAILS. \_\_\_\_\_

PLEASE SPECIFY ANY OTHER RELEVANT MEDICAL DETAILS. \_\_\_\_\_

## SECTION 3 : CHILD'S MEDICAL DETAILS - CONSENT

THE BOARDING SCHOOL FEES DO NOT COVER THE COST OF ANY MEDICAL TREATMENT. THE MATRON / NURSE ONLY TAKE CARE OF HOME NURSING TO THE BEST OF THEIR ABILITY, MAKING USE OF THE NORMAL MEDICINE WHICH IS AVAILABLE AT THE BOARDING HOUSE. IN A CRITICAL SITUATION, PLEASE BEAR IN MIND THAT THERE MAY NOT BE TIME TO REFER TO THE CHILD'S RECORDS. THE SCHOOL THEREFORE RESERVES THE RIGHT TO UTILISE THE QUICKEST MEDICAL SERVICE AVAILABLE.

I, \_\_\_\_\_ BEING THE PARENT/LEGAL GUARDIAN OF \_\_\_\_\_ HEREBY AGREE THAT A MEDICAL PRACTITIONER MAY PROVIDE EMERGENCY TREATMENT AS MAY BE NECESSARY AND WILL BE RESPONSIBLE FOR ALL MEDICAL COSTS.

SIGNATURE OF PARENT / LEGAL GUARDIAN \_\_\_\_\_

## SECTION 4 : DETAILS OF FATHER / STEPFATHER / LEGAL GUARDIAN

COMPLETE ONLY IF **NOT** THE ACCOUNT HOLDER. REFER TO SECTION 8.

SURNAME	FULL NAMES AS IN ID DOCUMENT								
DESIGNATION	MR	MRS	MS	MISS	DR	REV	PROF	OTHER	
ID NUMBER									
RELATIONSHIP	MARITAL STATUS								
OCCUPATION	EMPLOYER								
RESIDENTIAL ADDRESS	WORK ADDRESS	POSTAL ADDRESS							
TELL (HOME) <span style="float: right; font-size: small;">CODE</span>	TEL (WORK) <span style="float: right; font-size: small;">CODE</span>	CELL							
EMAIL ADDRESS (PLEASE WRITE LEGIBLY)									
PARENTAL STATUS	CHILD LIVING WITH PARENT/S	ACCESS RIGHTS TO CHILD	ACCESS RIGHTS IN AN EMERGENCY ONLY						

## SECTION 5 : DETAILS OF MOTHER / STEPMOTHER / LEGAL GUARDIAN

COMPLETE ONLY IF **NOT** THE ACCOUNT HOLDER. REFER TO SECTION 8.

SURNAME	FULL NAMES AS IN ID DOCUMENT								
DESIGNATION	MR	MRS	MS	MISS	DR	REV	PROF	OTHER	
ID NUMBER									
RELATIONSHIP	MARITAL STATUS								
OCCUPATION	EMPLOYER								
RESIDENTIAL ADDRESS	WORK ADDRESS	POSTAL ADDRESS							
TELL (HOME) <span style="float: right; font-size: small;">CODE</span>	TEL (WORK) <span style="float: right; font-size: small;">CODE</span>	CELL							
EMAIL ADDRESS (PLEASE WRITE LEGIBLY)									
PARENTAL STATUS	CHILD LIVING WITH PARENT/S	ACCESS RIGHTS TO CHILD	ACCESS RIGHTS IN AN EMERGENCY ONLY						

**HAS THE PARENT / STEPPARENT / GUARDIAN AUTHORISED THE APPLICATION TO PLACE THE PUPIL IN THE BOARDING SCHOOL AND ACCEPT RESPONSIBILITY FOR THE PAYMENT OF THE FEES?**

YES	NO
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## SECTION 6 : PERMISSION TO USE PHOTOGRAPHS

I understand and acknowledge that, from time to time, informal photographs are taken of the school's children, and that, insofar as these photographs are placed in the possession or control of the school, these photographs might be used by the school in the electronic and / or printed media, including the school's website, newspaper advertisements, magazine advertisements, brochures, flyers, posters, billboards, banners, flippers and signage on buildings and vehicles, which use will be solely for purposes of marketing the school. As all marketing material of the school portrays excellence, the school will at all times, insofar as the use and publication of photographs are placed in the control of the school, ensure that these photographs are used in good taste.

SIGNATURE OF PARENT / LEGAL GUARDIAN

## SECTION 7 : PERSONAL DECLARATION

REASONS FOR PLACING THE CHILD / CHILDREN IN A BOARDING SCHOOL:

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HAVE YOU EVER BEEN NOTIFIED BY THE CURRENT SCHOOL (OR EXPERIENCED IT AT HOME) OF THE FOLLOWING:-

BAD BEHAVIOUR (IF YES, PLEASE GIVE DETAILS)

YES

NO

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DISCIPLINARY HEARINGS AT PRESENT SCHOOL (IF YES, PLEASE GIVE DETAILS)

YES

NO

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## SECTION 8 : PERSONAL DECLARATION - CONSENT

We, the undersigned, \_\_\_\_\_, hereby certify that the information given by us in this Application for Admission is complete and accurate. We also agree to the conditions as set out herein.

This Application for Admission will be reconsidered in the case where important relevant information, which should be brought to the school's attention, is withheld.

I accept the terms and conditions of this contract are subject to change without prior notice.

**NB: The signature of both parents and / or legal guardians are required where applicable.**

\_\_\_\_\_  
SIGNATURE OF FATHER / STEPFATHER / LEGAL GUARDIAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF MOTHER / STEPMOTHER / LEGAL GUARDIAN

\_\_\_\_\_  
DATE

## SECTION 9 : DETAILS OF ACCOUNT HOLDER

\_\_\_\_\_  
SURNAME

\_\_\_\_\_  
FULL NAMES AS IN ID DOCUMENT

\_\_\_\_\_  
DESIGNATION

MR MRS MS MISS DR REV PROF OTHER

\_\_\_\_\_  
ID NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

\_\_\_\_\_  
RELATIONSHIP

\_\_\_\_\_  
MARITAL STATUS

\_\_\_\_\_  
OCCUPATION

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
RESIDENTIAL ADDRESS

\_\_\_\_\_  
WORK ADDRESS

\_\_\_\_\_  
POSTAL ADDRESS

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\_\_\_\_\_  
TELL (HOME)                      CODE

\_\_\_\_\_  
TEL (WORK)                      CODE

\_\_\_\_\_  
CELL

\_\_\_\_\_  
EMAIL ADDRESS (PLEASE WRITE LEGIBLY)

PARENTAL STATUS

CHILD LIVING WITH PARENT/S

ACCESS RIGHTS TO CHILD

ACCESS RIGHTS IN AN  
EMERGENCY ONLY

MONTHLY PAYMENTS BY ELECTRONIC FUNDS  
TRANSFER OR CASH DEPOSIT AT THE BANK

TERMLY PAYMENTS BY ELECTRONIC FUNDS  
TRANSFER OR CASH DEPOSIT AT THE BANK

ANNUALLY IN ADVANCE BY ELECTRONIC FUNDS  
TRANSFER OR CASH DEPOSIT AT THE BANK

## SECTION 10 : DECLARATION OF ACCOUNT HOLDER

The account holder undertakes to give the school a full term's (120 days) written notice of termination of the enrolment of the child in the boarding school failing which, the account holder and the surety and co-principal debtor shall be liable for the full amount of the tuition fees for the following term.

**Please Note:** School fees are payable for 12 months.

We accept joint and several liability to \_\_\_\_\_ (school name) for the due and punctual payments of the once-off, non-refundable enrolment fee, school fees and any other amounts which may become due and payable to the school or in respect of participation in or attendance of any extracurricular activity.

We accept the Financial Terms and Conditions of which a copy has been kept and the school tuition fee schedules which are all annexed hereto.

NB: The signatures of the account holder and that of the 2<sup>nd</sup> parent / a guardian / legal guardian is required if applicable.

\_\_\_\_\_  
SIGNATURE OF ACCOUNT HOLDER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF 2<sup>nd</sup> PARENT / A PARENT / LEGAL GUARDIAN  
Surety and co-principal debtor for the obligations of the account holder

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF AN AUTHOURISED SCHOOL REPRESENTATIVE

\_\_\_\_\_  
DATE

## SECTION 11 : FINANCIAL TERMS AND CONDITIONS

### 1. ACCEPTANCE OF LIABILITY

- 1.1 The person responsible for the account (hereafter the Account Holder) as set out in the standard Application for Admission (hereafter the Application) herewith assumes liability for the account, alternatively binds him/herself as co-debtor and surety for payment of all fees to the School.
- 1.2 The legal guardian, as described in the Application, binds him/herself as surety and co-debtor for the payment of all fees by the Account Holder or any other payments that may arise from this Agreement.

### 2. TERMS OF PAYMENT

- 2.1 It is recorded that fees are determined at the beginning of the month and that the Account Holder is informed of the results in writing.
- 2.2 The Account Holder shall immediately inform the school if he/she has not received an invoice at the start of the academic month.
- 2.3 Fees for 12 (twelve) months are payable monthly in advance on or before the 2<sup>nd</sup> (second) day of each calendar month or annually in advance by 31 December, depending on the fee payment option exercised by the Account Holder in the Application.
- 2.4 The school reserves the right to charge interest of 15% (fifteen per cent) on all accounts that are in arrears by 30 (thirty) days or longer.
- 2.5 Payment of monthly fees is not subject to presentation of a statement. Payments are made in accordance with the application fee structure of the school.
- 2.6 In the event where an existing account is/has not been managed in the proper manner, no further Applications will be considered.
- 2.7 In the event of any one monthly payment not paid on due date, full amount of the annual fees shall immediately become due and payable. In the event of any one terms fees not being paid on the due date for the payment of the term fees, the full amount of the school tuition fees for the entire year shall immediately become due and payable.

### 3. BREACH OF CONTRACT

In the event where the undersigned surety, Account Holder or legal guardian commits a breach of contract of any of the terms of this Agreement, the school may in its sole discretion without notice:

- 3.1 Refuse the child entry to the school's premises until the breach has been remedied; or
- 3.2 Claim damages from the Account Holder and / or the surety and legal guardian; or
- 3.3 Take whatever legal steps that may be necessary.

### 4. GENERAL

- 4.1 This Agreement constitutes the whole Agreement between the parties relating to the subject matter hereof. No amendment or consensual cancellation of this Agreement or any provision or term thereof or of any Agreement, bill of exchange or other document issued or executed pursuant to or in terms of the Agreement and no settlement of any disputes arising under this Agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or terms of this Agreement or of any Agreement, bill or exchange or other document issued pursuant to or in terms of this Agreement shall be binding unless recorded in a written document signed by the parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was made or given.

\_\_\_\_\_  
SIGNATURE OF ACCOUNT HOLDER

\_\_\_\_\_  
DATE

## SECTION 11 : FINANCIAL TERMS AND CONDITIONS (CONTINUED)

4.2 No representation, promise, warranty or guarantee other than as recorded in this Application for Admission shall be binding on the parties.

### 5. JURISDICTION

This Agreement is subject to South African law.

### 6. CREDIT INFORMATION

The Account Holder, surety or legal guardian hereby consents to the disclosure and exchange of personal financial information to a credit bureau or financial institution in accordance with the National Credit Act.

### 7. DOMICILIUM

The parties choose as their domicilia citandi et executandi the addresses set out in the Application.

### 8. LEGAL FEES

In the event where the school takes legal action against the Account Holder, he / she will be liable for all legal fees on an attorney client scale, collection costs and commission, interest and tracing fees.

### 9. CANCELLATION

The Account Holder undertakes to give full term's written notice of termination of the enrolment of a child in the boarding school, failing which the liability be incurred for the full amount of the following term's fees.

The Applicant may not give notice for the months of November and December. The fees for BOTH months are fully payable. Notice to terminate this agreement for the end of December must be handed in at the office by the beginning of term.

The school shall be entitled to terminate the enrolment of any child under the following circumstances:

Summarily, and with immediate effect, if the child is guilty of an offence which, in the sole opinion of the school, renders his / her continued enrolment at the school impossible, in which event the Account Holder, after deduction of all amounts otherwise owing to the school, will be refunded a pro-rata proportion of any fees already paid in advance in respect of such child.

\_\_\_\_\_  
SIGNATURE OF ACCOUNT HOLDER

\_\_\_\_\_  
DATE

## SECTION 12 : GENERAL INDEMNITY

1. The school, its staff, teachers and the Board of Directors undertake to implement reasonable and generally acceptable measures with regard to the safety and wellbeing of all children, educators and visitors to the school.
2. Due to the nature of the matter, the school, its staff, teachers and the Board of Directors do not accept any responsibility for accidents that may take place in the class or on the school terrain.
3. Each parent is therefore requested to complete this form as proof that you accept the position of the school and the Board of Directors as set out above as well as the risks involved therewith.
4. I, \_\_\_\_\_, being the parent / legal guardian of \_\_\_\_\_ who is enrolled as such and accepted by the school, subject to the terms set out herein, indemnify the school and the Board of Directors for the time being of any losses or damages in general, however they may occur, that I as parent / legal guardian of the above child may suffer as a result of any occurrence whereby the child may be involved, whether as the causing or suffering party, whilst participating in any school's activity, except if such loss or damage arises as consequence of the gross negligence or wilful misconduct of the school or the Board of Directors or any person acting for or controlled by the school or the Board of Directors.
5. In particular, I authorise that the aforesaid child may be involved in all excursions undertaken by his / her group or class during school days as part of his / her learning experience and, where applicable, I agree that he / she may utilise the transport arranged by the school for such excursions. I also indemnify the school and the Board of Directors for any damages or losses that I as parent / legal guardian of the above child may suffer under such circumstances and voluntarily accepts the risks associated therewith, except if such loss or damage arises as a consequence or wilful misconduct of the school or the Board of Directors or any person acting for or controlled by the school or the Board of Directors.

SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

AS WITNESSES:

1. \_\_\_\_\_

2. \_\_\_\_\_

## SECTION 13 : SURVEY - MARKETING

WHERE DID YOU HEAR ABOUT US? PLEASE INDICATE WITH AN X.

<input type="checkbox"/> BILLBOARD <input type="checkbox"/> PRESENTATION <input type="checkbox"/> FRIEND	<input type="checkbox"/> NEWSPAPER <input type="checkbox"/> BROCHURE <input type="checkbox"/> WEB	<input type="checkbox"/> MAGAZINE <input type="checkbox"/> FLYER <input type="checkbox"/> OTHER / SPECIFY _____	<input type="checkbox"/> RADIO <input type="checkbox"/> EXHIBITION
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PLEASE INDICATE HOW SATISFIED YOU WERE WITH THE SERVICE RECEIVED PRE-ENROLMENT.

VERY SATISFIED   
  SATISFIED   
  DISSATISFIED   
  VERY DISSATISFIED

WAS THE INFORMATION RECEIVED PRE-ENROLMENT:

RELEVANT   
  INFORMATIVE   
  SUFFICIENT

IF NOT, PLEASE PROVIDE FURTHER DETAILS. \_\_\_\_\_  
 \_\_\_\_\_

## SECTION 14 : BOARDING SCHOOL PRICE LIST (2021)

### TERMS AND CONDITIONS

MONTHLY INSTALMENTS	TERM 1 FEES	TERM 2 FEES	TERM 3 FEES
R 10 400.00	R 41 600.00	R 41 600.00	R 41 600.00

1. In terms of the Contract of Enrolment tuition fees are payable in advance at the beginning of each term
2. Interest of 7% on total monthly instalment to be added if payment not paid by the 7th of the month
3. Fees must be paid in full for the year by the 13<sup>th</sup> of January otherwise the termly/monthly rate applies
4. Termly payments are due on or before the first day of each term
5. Total of R 12 000.00 per child will be paid in full as a non-refundable registration fee per child enrolled at Sandton School Group.
6. One full term's written notice is required for Termination of Enrolment

**Banking Details for Sandton School Group - Boarding**



Account Holder: Sandton Junior Primary cc  
 Bank Name: ABSA-Current account  
 Branch: ABSA Wealth Sandton - 632005  
 Account number: 4085680968

## SECTION 15 : BOARDING SCHOOL ADDITIONAL SERVICE CONSENT

ADDITIONAL SERVICES					
WIFI		FINGERPRINT ACCESS CONTROL		COMPUTER CENTRE	
UPMARKET TV LOUNGE		STUDY CENTRE		THREE MEALS A DAY	

I, \_\_\_\_\_ BEING THE PARENT/LEGAL GUARDIAN OF \_\_\_\_\_ HEREBY AGREE FOR THE LISTED SERVICES TO BE USED BY MY CHILD AS THEY NEED TO..

SIGNATURE OF PARENT / LEGAL GUARDIAN \_\_\_\_\_