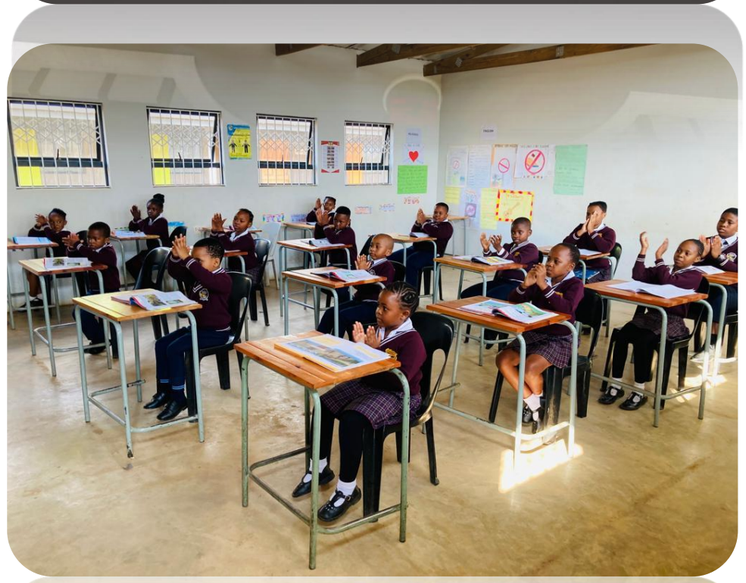














NEW LEARNER



2027 APPLICATION FOR ADMISSION

TO BE COMPLETED BY BOTH PARENTS / LEGAL GUARDIANS

1. To be eligible for admission, pupils must comply with the admission criteria as determined by regulation in South Africa School Act.

2. Admission will not be finalised until all relevant documentation has been received by the school.

3. By making this application for admission to the school, the pupil and parents accept that on such admission, the pupil will be bound by the Code Of Conduct and Rules (value System)

4. An incomplete application form will not be considered.

5. All application to be completed in **BLACK PEN**

Child's ID Photo to be attached here

"Every child deserve the best education, a better education makes better world as education is the most powerful weapon, which you can use to change the world and it starts today."

081 544 1757

admin@sambuloschool.co.za | enroll@sambuloschool.co.za

SECTION N [Transport Application] - if you seeking for transport support

LEARNER INFORMATION

Surname | AGE Y

Full Names

Date Of Birth Y Y Y Y M M D D

ID Number - -

Residential Address (Where learner stays)

PARENT/GAURDIAN INFORMATION (a person staying with the child)

Surname | Title

Full Names

Cell Number - - | Relation to learner

IDEMNITY

I, _____ the parent/guardian of _____ give permission for my child to be transported from home to school and back home. I do not hold the school/driver or any staff responsible for any loss or injury that may occur to my child, as I expect the school staff and driver to do their utmost best to ensure the safety of my child. The school will contently endeavor to take such steps as maybe reasonable required in the circumstances, to keep people out of harm and free from loss. Both parents severly wave the claim and indemnify the school against any claim, any of the pupil in respect of the event in question.

FOR OFFICE USE ONLY

School bus **S** | Drive | Annual Fee **R**

Pick up time (AM) ___**H**___ | Pick up point (AM)

Drop-off time (PM) ___**H**___ | Drop off point (PM)

Admin Office Approval

Signature

STAMP

Officer: Name

2027 APPLICATION FOR ADMISSION

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SECTION A [General Information]

WHICH PHASE ARE YOU APPLYING FOR?

Preparatory **RR-R** | Foundation **1-3** | Senior Primary **4-7**

ANNUAL SCHOOL FEES

Preparatory Phase	**R10 500**
Foundation	**R14 000**
Senior primary	**R16 000**

DOCUMENTS TO BE SUBMITTED

1. Copy of learner's birth certificate
2. Copy of learner's immunization card (pg 4&5)
3. Copy of parents' ID Smartcard
4. Original Report Card for previous grade
5. Learner's profile (pregressive report)
6. Transfer letter
7. Financial clearance letter

NOTE: For application fee and registration fee, please request admin office to give you our **2027** Fees Schedule. For Transport please fill **Page 8** of the application form.

SECTION B [Learner Information]

Surname | Age

Full Name(s)

Residential Address (where the learner stays)

Postal Address (if not same as above)

Home Tel Number - -

Home Language | Current Grade

Grade Applying For in **2027** | Date of Birth Y Y Y Y M M D D

PREVIOUS SCHOOL(S) ATTENDED

No	School	Year Attended	Reason For Leaving

EMERGENCY CONTACT DETAILS

Name | Relationship to learner

Home Tel No. | Cell Number

SECTION C [Mother]

Surname		Title	
Name(s)			
Cell No.		WhatsApp No.	
Email address			
Employer		Occupation	
Employer contact number			
Employer's Address			

Does the learner stay with you Yes ☐ No ☐

SECTION D [Father]

Surname		Title	
Name(s)			
Cell No.		WhatsApp No.	
Email address			
Employer		Occupation	
Employer contact number			
Employer's Address			

Does the learner stay with you Yes ☐ No ☐

SECTION E [Guardian]

Surname		Title	
Name(s)			
Cell No.		WhatsApp No.	
Email address			
Employer		Occupation	
Employer contact number			
Employer's Address			

Does the learner stay with you Yes ☐ No ☐

SECTION M [Indemnity Form]

I, _____ *parent's full names* _____ the parent/ guardian of _____ *child's full names* _____ give permission for my child to participate in sport and to be transported from and to school. I do not hold the school responsible for any loss or injury that may occur to my child, as I expect the school staff & drivers to do their outmost to ensure the safety of my child. The school will contently endeavour to take such steps as may be reasonable required in the circumstences, to do what it can to keep the people out of harm and free from loss, above, both parents jointly and severly wave their own claims and indemnify the school, its employees and agents (for whom it may be found to be vicariously liable) against any claim, any of pupil in respect of the event in que question.

I/We Further place on record that I/we are aware of the followings:

I understand that I am in a partnership with school to educate and develop my child	*Tick* ☐
I understand that I'm expected to support my child with school work (homework)	*Tick* ☐
I understand that enrolment is an annual agreement	*Tick* ☐
I understand de-registration policy	*Tick* ☐
I understand parent conduct policy	*Tick* ☐
I understand refund policy	*Tick* ☐
I understand that school fees payment is my responsibility and must be paid on time.	*Tick* ☐
I understand that my child might not get access to school if fees are outstanding	*Tick* ☐

I Hereby, certify that I have legal custody & guardianship of the above child/learner

If any facts reflected in this application form prove to be incorrect, the school reserves the right to reject the application, whether or not the application has been accepted. It is an offence to make a false statement about any item pertinent to this application.

Name _____ Parent/Guardian Name

Date _____ Date

Signature _____ Parent/Guardian Signature

Place _____ Place

FOR OFFICE USE ONLY

*Application fee	☐	*All documents	☐
*Registration fee	☐	*Payment Option	☐
*Class Availability	☐	*Bus allocation	☐

STAMP

SECTION L [Summary Of Learners Code Of Conduct]

Section 8(4) of the South African Schools Act provides that all learners attending a school are bound by the Code Of Conduct of the school. All learners are expected to sign a statement of commitment to the school code of conduct. The Administration of the Code Of Conduct is the responsibility of the Disciplinary Committee of the school, which comprises of the Principal, PST Chairperson, Phase Supervisor, School Welfare Officer, Class Teacher and Non-Teaching Staff.

1. Defination of Code Of Conduct

The code of conduct is a document that lays down clear guidelines about what is acceptable and unacceptable behaviour within the school. It includes the rules that govern the conduct of learners and relations between learners, educators, Parents Support Team. It is the document that describes the disciplinary system to be implemented by the school concerning transgressions by learners. The code of conduct applies to all learners while they are at school premises or away from the school but representing the school in any function

2. Adoption of Code OF Conduct

This code of conduct is an intergral part of the school policy and was adopted by all stakeholders: directors/ founder/princ MT, PST and Parents.

10 pages of our **Code Of Conduct For Learners** will be shared with parents during admission process, the aim is that paren go through the code with understanding and be able to know the wrongs and rights as well as appropriate actions to be taken by the school in the event of misconduct, parents are required to make learners aware of an appropriate conduct required at the school and the code includes the following:

- The purpose of Code Of Conduct.
- The purpose of Code Of Conduct.
- The school Rules.
- The general school Rules and Regulations.
- The school and class attendance.
- The school uniform and general appearance.
- The valuables and personal belongings.
- The Golden Rule: One person must speak at the time.
- Rules governing public places.
- Transport.
- School enrichment programmes.
- Explaination of Misconduct.
- Serious Misconduct.
- Responsibilities for learners
- Responsibilities of parents with regards to learners
- Disciplinary system.
- Grading of offences.
- Disciplinary processes.
- Disciplinary interventions.
- Statement of Commitment.

All parents are expected to sign the Code Of Conduct as an acknowledgement of understanding that his/her child will be bound by it at all times.

SECTION F [School Fees Payment Option & School Bank Details]

Person responsible for payment	Father ☐	Mother ☐	Guardian ☐

Method of payment	Deposit ☐	Debit order ☐	**NOTE:** Please use child's name & surname as reference

NOTE: Please send proof of payment to **finance@sambuloschool.co.za** OR WhatsApp to **081 544 1757**

4 PAYMENT OPTIONS					
Phase	**10 Monthly Fees**	**Termly Fees**	**Bi-Annual Fees**	**Annual Fees**	**Comment**
Preparatory [**RR-R**]	R1 050 ☐	R2 625 ☐	R5 250 ☐	R10 500 ☐	Please Tick the payment option of your choice
Foundation [**1-3**]	R1 400 ☐	R3 500 ☐	R7 000 ☐	R14 000 ☐	
Senior Primary [**4-7**]	R1 600 ☐	R4 000 ☐	R8 000 ☐	R16 000 ☐	

1) 10 Monthly Fees	Payment due on the 1st of each month starting from 1 February - 1 November 2027
2) Termly Fees	payments are due on the 1 February, 1 April, 1 July and 1 October 2027
3) Bi-Annual Fees	payments are due on the 1 February and 1 July 2027
4) Annual Fees	payments are due on the 1 February 2027

SCHOOL BANK DETAILS

	School Fees	**Transport Fees**	**Special Function Fees**
Bank	Standard Bank	Standard Bank	Standard Bank
Holder	Sambulo Christian School	Sambulo Christian School	Sambulo Christian School
Account Number	06 235 537 6	06 235 537 6	06 235 537 6
Branch Code	7730	7730	7730
Branch Name	Mtubatuba	Mtubatuba	Mtubatuba
Reference	child's name & surname	child's name & surname	child's name & surname

SECTION G [Medical Details Of Learner]

Name of Medical Aid	
Main Member's Full Names	
Family Doctor	

Disabilities	
Allergies	
Hearing problems	
Eyes problems	
Learning problems	

Concentration Level	Poor ☐	Moderate ☐	High ☐	Are you concerned?	Yes ☐	No ☐

Are there any special circumstences that might affect your child's performance at school that you will like the school to know about?

NOTE: Above information is treated as a private and confidentia information

SECTION H [Notice of Deregistration]

Deregistration is termly administered, we urge parents to understand that once the child enrolled with us, the school then makes Termly Financial Plans & Commitments that includes every child enrolled with us. So to suddenly deregister has financial implications to the school hence it must be planned by both parties to vaoid these cost.

We discourage parents to deregister the child once enrolled, however we understand there are ungovernable and pressing situations that forces parents to consider child deregistration as the best decision for the situation. In that event, the below DEREGISTRATION POLICY will apply to all learners enrolled with school, this which includes the filling and submission of the NOTICE OF DEREGISTRATION FORM which you will get during your enquiry to deregister your child.

DEREGISTRATION POLICY

De-registration policy requires parent to obtain a Notice Of De-registration Form from the school, complete the form sign it and submit it to the school for approval. Below are the guidelines for de-registration:

1st TERM [Jan - Mar] :	*Once you have registered, there is NO refund for the first term School Fees due to school financial cycle commitments on behalf of the learner.*
2nd TERM [Apr - Jun] :	*To deregister second term, the form must be completed, signed and submitted in January or February. This is important so that the school will not include your child on the Term 2 Financial Planning & Commitments.*
3rd TERM [Jul - Sep] :	*To deregister third term, the form must be completed, signed and submitted in April or May. This is important so that the school will not include your child on the Term 3 Financial Planning & Commitments.*
4th TERM [Oct - Dec]	*To deregister third term, the form must be completed, signed and submitted in Jul or Aug May. This is important so that the school will not include your child on the Term 3 Financial Planning & Commitments.*

NOTE: Once you know you need to de-register your child please paln the de-registration according to school policy.

SECTION I [Refund Policy]

De-registration Refund

This refund is more gorven and in-line with the de-registration plocy.

Parents must submit a filled and signed refund form for the school to process the refund.

The refund is payable at 30 days notice.

Scholarship surplus Refund

A refund form must filled, signed and submitted to school for processing of refund.

This refund is payable at 30 days notice.

Other Refunds

Any type of refund is subjected to the filling of Refund Forms & 30 days notice.

SECTION J [Code Of Conduct For Parents In School]

The purpose of this Code Of Conduct For Parents In School is to provide a reminder to all parents at our school about the expected conduct so that the school continues to flourish, progress well in teaching learners in a expected manner.

In order to support a peaceful and safe environment, the school cannot tolerate parents exhibiting the following:

1) *Disruptive behaviour which interfere or threatens the staff* | 2) *Using loud/ offensive language, swearing, spitting or displaying temper, insulting, cursing* | 3) *Going to classrooms corridors without permission* | 4) Ignores school policies

NOTE: Come to school with respect, address your matter with good approach, respect enviroment & school policies.

SECTION K [School Fees Undertaking]

The annual school school fees are payable to the school banking account by parent/guardina, in accordance with the South African Schools Act No.84 of 1996. Parents are reminded that the Payment Option Agreement is compulsary and the acceptance of your child is provisional until this aspect has been concluded.

Agreement Undertaking To Pay Compulsary School Fees

1. In terms of Section 40 of the South African Schools Act No.84 of 1996, the parents/legal guardian are liable for school fees, jointly and separately. No decree of divorce and/or settlement agreement absolves the parent/legal guardians from their statutory obligation to pay school fees.

2. In the event of the person signing this agreement not being the natural parent of the learner, then such person assumes the responsibilities of a parent as defined in Section 1 of the South African Schools Act.

3. In an event that the parent/guardian has NOT paid/honored the fees according to the payment option he/she has opted the school will immediately notify the parent/guardian and get into some agreements to settle outstanding payments. Failure to honor the arrange agreement will result in a learner being stopped on all schooling activities and within 3 days of learner being stopped, the parent or guardian will be requested to come for a physical meeting at school premises. to discuss the breach of contract agreement and amicable solution by both parties. The parent/guardian will then be required to uphold this agreement untill all payments are up to date. Failure to honor this 3rd arrangement, will leave school with no choice but completely remove the learner from all school activities and consider contract no more valid then institute fees recovery of any amount due in terms hereof, the parents/legal guardian:

    3.1 accept liability for all legal costs incurred on the scale as between attorney abd client, inclusive of collection commission on any instalments and any tracing agent's fees.
    3.2 concsent to the jurisdiction of Magistrate's Court.

5. The parents/guardian agree that in the event of their defaulting in any payment due to the school, the school may adversely list them with a registered credit bureau and use such credit bureau to obtain information about their credit status.

6. The school fees agrement is annually, it commences on the date of signature and expires on the lastschool day in Decem

7. Any notice with regards to disturbances of school fees payment shall be handed to school in writing or posted to

   PO Box 88, Mtubatuba, 3935.

8. Parents/Guardians are rerquired to follow the de-registration policy for removal of pupil from the school.