AYANDA JUNIOR ACADEMY

"GIVING ROOTS TO GROW"

EMIS: 700401063

13778 LEFOKOTSANE STREET
EXT 10 EASTFIELD
Vosloorus
1475

Tel: 011-901-0005/0029
Email: info@ayandajr.co.za
Cellphone No: 076 506 3665

APPLICATION FOR ADMISSION

Learner's Name and Surname: _____

Grade __

Instructions

1. Please read carefully before filling in.
2. Please fill in Black ink.
3. All areas must be filled in legibly.
4. All required documents must be attached for submission.

Thank you….

Learner's full name	
Month and year applied for	
Grade applied for	

Required supporting documents and forms (**FOR OFFICE USE)**

X	**Document**	
	Copy of Learner's Birth Certificate	
	Copy of Parents/Legal Guardians' ID Documents	
	Proof of Payment (Registration Fee R1300)	
	Fees Clearance from previous school	
	Disciplinary record from previous school	
	Copy of Learner's Vaccination Records	
	Completed Afternoon care Application (Where Applicable)	

For office use

Interview	Approval	Account details			Colour ID photo
Date: Interviewer: Notes:	For grade: Starting date:	Account no: Registration fee amount: Date paid: School fees (mark with an X)			
		Monthly EFT	Quarterly EFT	Annually EFT	

Section 1: Learner's Personal Details (Please Print in Black Ink)

Surname													
Full names as on ID/ birth certificate													
Preferred name													
ID Number													
Date of Birth				Y	Y	Y	Y	-	M	M	-	D	D
Age				Gender	Male				Female				
Home Language													
Number of children in the family				Position in family									
Nationality													
Race	Asian	African	Coloured	Indian	White	Other							
Residence	Parents	Guardians	Private										
Transport to school	Car	Taxi											
Learner's Cell Number													

Section 2: Learner's Educational Details

Current School			
Previous Class Passed		Year	
Classes Repeated			
Academic Achievements			
Other Achievements			

Section 3: Learner's Medical Details

Family Doctor and Tel no.	
Medical Aid Name and Number	
Main Member Name and ID no.	
Allergies, special medical needs and other medical conditions	

In a critical medical situation, please bear in mind that there may not be time to refer to the learner's records. The school therefore reserves the right to utilize the quickest medical service available.

I, _____parent/ legal guardian of_____

hereby agree that a medical practitioner may provide emergency services on my child if required. I / we will settle the amount to the school.

Signed: _____ Date: _____

Section 4: Details of parents/ guardians

FATHER							
Surname					Title		
Full Names							
ID Number							
Home Address							
Postal Address							
Occupation				Employer			
Cell No.				Work No			
E-mail Address							
Parental Status	Learner living with parents		Learner not living with parent		Learner's legal guardian		
MOTHER							
Surname					Title		
Full Names							
ID Number							
Home Address							
Postal Address							
Occupation				Employer			
Cell No.				Work No			
E-mail Address							
Parental Status	Learner living with parents		Learner not living with parent		Learner's legal guardian		

Section 5. Emergency contact details

Person 1		Number	
Relationship to learner			
Person 2		Number	
Relationship to learner			

Section 6: Declaration by parents/ legal guardians

We, the undersigned, hereby certify that the information given by us in this Application for Admission is complete and accurate. We also agree to conditions as set out herein. We accept that the school is based on principles and undertake that this will not be undermined. We have read and accepted the learner Code of Conduct and commit to give our full support to the school and its guiding policies. We understand that the prescribed number of learners per class may be exceeded through the placing of a current learner that has to repeat a grade. We have read the Indemnity and Waiver as well as the Conditions for Admission and we will accept an offer of placement for our children at the school in accordance with the terms and conditions as set out herein.

SIGNATURE OF FATHER/ LEGAL GUARDIAN _____ DATE_____

SIGNATURE OF MOTHER/ LEGAL GUARDIAN _____ DATE_____

Section 7: Details of Account Holder (if different from Section 4)

Surname		Title	

Full Names			
ID Number			
Home Address			
Postal Address			
Occupation		Employer	
Cell No.		Work No	
E-mail Address			
Relationship to learner			

Section 8: Declaration by Account Holder

We, the undersigned, hereby certify that the information given by us in this application for Admission is complete and accurate. We accept liability to Ayanda Junior Academy for the due and punctual payment of the registration fee, the school fees and any 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 the Ayanda Junior Academy.

_____ _____

SIGNATURE OF ACCOUNT HOLDER DATE

Section 9: Indemnity and Waiver

The school and the Ayanda Junior Academy Board of Directors undertake to implement reasonable and generally acceptable measures with regards to the safety and well-being of all learners, educators and visitors to the school.

Due to the nature of the matter, the School and Ayanda Junior Academy Board of Directors do not accept any responsibility for accidents that may take place in the class, on the school terrain or on the sports fields.

Each parent is therefore requested to complete this form as proof that you accept the position of the School, and the Ayanda Junior Academy Board of Directors as set out above as well as the risks involved therewith.

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 the Ayanda Junior Academy for any losses or damages in general, however they may occur, that I a parent / legal guardian of the above learner may suffer as a result of any occurrence whereby the learner may be involved, whether as the causing or suffering party, whilst participating in any school activity, except if such a loss or damage arises as a consequence of the gross negligence or will full misconduct of the School or Ayanda Junior Academy Board of Directors or any person acting for or controlled by the school or the Ayanda Junior Academy Board of Directors.

In particular, I authorize that the aforesaid learner may be involved in all excursion undertaken by his/her group or class during school days as part of his or learning experience and, where applicable, I agree that he / she may utilize the transport arranged by the School for such excursions. I also indemnify the School and the Ayanda Junior Academy Board of Directors for any damages or losses that as I parent / legal guardian of the above learner may suffer under such circumstances and voluntarily accept the risks associated therewith, except if such loss or damage arises as a consequence of the gross negligence or will full misconduct of the School or Ayanda Junior Academy Board of Directors or any person acting for or controlled by the School or the Ayanda Junior Academy Board of Directors.

Signed at _____on this ____ day of _____20_____

Signature of parent / guardian A witness:

_____ _____

Section 10: Conditions for Admission

Our main aim at Ayanda Junior Academy is to give our undivided attention to your child and to give them the education they deserve. To enable us to do this, the following conditions must be adhered to:
All learners with learning difficulties can be accommodated.

Learners are expected to attend all compulsory official school days, including special events and evenings.

When a child is enrolled, parent / legal guardian commits themselves to abide by the decisions of the executive Head and the School Board of Directors regarding the school organization and discipline, and accept that the Executive Head and the School Board of Directors' decision is final.

A parent / guardian may do nothing to disrupt the school, the learning process or the organization of the school.

Parents are expected to attend all parent's meetings and other compulsory meetings.

All primary school children must wear the prescribed school uniform to school, no exceptions.

Learners are always expected to dress neatly and respectfully. (Please refer to Code of conduct for more details)

Please communicate any development that could affect the child's performance, to the HOD.

The school will not tolerate any bullying that happens in the school premises.

The school will take photos of learners that will be used in both digital and printed media for marketing purposes. Parents/guardians that are not in agreement with the photos of their children being published in the public domain should communicate so in writing to the HOD of the school.

SIGNATURE OF FATHER/ LEGAL GUARDIAN _____ DATE_____

SIGNATURE OF MOTHER/ LEGAL GUARDIAN _____ DATE_____

Section 11: Financial Terms and Conditions

11.1 ACCEPTANCE OF LIABILITY

The person responsible for the account (here after the Account Holder) as set out in Section 8 of this Application herewith assumes liability for the Account, alternatively binds him-/herself as debtor and surety for payment of all fees to the School.

11.2 TERMS OF PAYMENT

It is recorded that the school fees are determined at the beginning of the year and that the Account Holder is informed of the result in writing.

The Account Holder shall immediately inform the School if he/she has not received a statement at the start of the academic year.

Fees for 12 (twelve) months are payable monthly in advance on or before the 2nd (second) day of each calendar month or annually in advance by the 31 December. Special arrangements for alternative dates can be communicated with the office.

The School reserves the right to charge interest of 15% on all account that are in areas by 30 (thirty) days or longer.

Payment of school fees are not subject to presentation of a statement. Payments are made in accordance with the applicable fee structure of the school.

In the event where an existing account is / has not been managed in the proper manner, no further applications will be considered.

11.3 BREACH OF CONTRACT

In the event where the account holder commits a breach of contract of any of the terms of this Agreement, the School may in its sole discretion:

11.3.1 Refuse the learner entry to the School's premises until the breach has been remedied; or

11.3.2 Claim damages from the Account Holder; or

11.3.3 Take whatever legal steps that may be necessary.

11.4 GENERAL

The Agreement constitutes the whole Agreement between parties relating to the subject matter thereof. No amendment or consensual cancellation of this Agreement or any provision or term thereof or 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 extensions of time waiver or relaxation or suspension of any of the provisions or terms of this Agreement, bill or exchange or other document issues 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 to the matter in respect whereof it was made or given.

11.5 JURISDICTION

The Agreement is subject to South African Law.

11.6 CREDIT INFORMATION

The Account Holder 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.

11.7 DOMICILUM

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

11.8 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.

11.9 CANCELLATION

11.9.1 The Account Holder undertakes to give thirty (30) calendar days written notice of termination of the enrolment of a learner, failing which the liability will be incurred for the full amount of the following term's fees.

11.9.2 The School shall be entitled to terminate the enrolment of any learner under the following circumstances: Summarily, and with immediate effect, if the learner is guilty of an offence which, in the sole opinion of the School, renders him / her continued enrolment at the School impossible, in which event the Account Holder, after deduction of all amount otherwise owing to the School, will be refunded a pro-rata proportion of any fees already paid in advance in respect of such a learner.

11.9.3 If the school fees are not paid for two months, the school may terminate the contract.

11.10 NATURAL DISASTERS

In cases of natural disasters, the parents will still be liable for payment of fees in full unless guided otherwise by the department of education and the school.

SCHOOL FEES ARRANGEMENT AND DECLARATION

1. I _____parent/Guardian of _____ (child's name & surname per birth certificate) hereby apply for my child to be admitted at Ayanda Junior Academy.
2. I am aware that Ayanda Junior Academy is a private school that solely depend on school fees for functionality. Payment of school fees is compulsory to all parents and is payable in advance every month.
3. I undertake to pay required school fees as set down by the school each year, either in full at the beginning of the year, quarterly or monthly over 11 or 12 months.
   3.1 I confirm that the full amount of the school fees will be paid before the 5th of December of the current year.
   3.2 If I have paid fees for the whole year, then requested to leave during the year, I will forfeit 60% from the remaining school fees paid.

_____ _____

Signature of Account Holder Date

Section 12: Fees

REGISTRATION FEES	: A once off registration fee of R1 500 is payable upon acceptance of the application for learners who are yet to enrol at the school. (NON-REFUNDABLE)
RE-REGISTRATION FEE	: A once off fee of R300 payable for current learners. (NON-REFUNDABLE)
Once off payment for all grades	**:** Discount is one month and payable before end of January 2024.

FEES STRUCTURE

School fees > R2 900.00 Monthly (Grade 1-3)

School fees > R3 100.00 Monthly (Grade4)

School fees > R3 300.00 Monthly (Grade 5)

School fees > R3 500.00 Monthly (Grade 6-7)

Whole Year school fees for Grade 1-3 > R34 800.00

Whole Year school fees for Grade 4 > R37 200.00

Whole Year school fees for Grade 5 > R39 600.00

Whole Year school fees for Grade 6-7 > R42 000.00

Required Documents

- Certified ID copy (Both Parents)
- Clinic Card (for Grade 1)
- Proof of payment (Registration Fee)
- Transfer letter and Report from previous school (Grade 2-7)

Account holder Requirements

- Proof of Employment
- Fee clearance Certificate (Previous school)

OTHER

Uniform **:** Prices will be available on submission of application form.

Text Books **:** Will be communicated.

Stationery **:** A list will be provided for parents/guardians to purchase.

Banking Details:

Name of Account	: Ayanda Junior Academy
Bank	: FNB
Account Number	: 62868222698
Reference	: Your child's name and surname
Branch Code	: 633005

PLEASE NOTE:
SCHOOL FEES ARE REVISED ANNUALLY AND OTHER FEES (uniform, stationery, etc.) ARE REVISED THROUGHOUT THE YEAR. CHANGES WILL BE COMMUNICATED IN ADVANCE.

NB: Transfer letter and report required for admission of a learner from another school.

Please help us with the following information:

MARKET SURVEY

Where did you hear about Ayanda Junior Academy? (Mark with X)

☐ Newspaper	☐ Magazine	☐ Radio	☐ Billboard
☐ Dept. of Education	☐ Internet Search	☐ A friend	☐ Colleague
☐ Ayanda Staff Member	☐ Our Website	☐ Brochure	☐ Flyer
☐ Another School	☐ Psychologist	☐ Other (specify) _____	

Section 13. Contact Information

Person 1		Personal Number	
Whatsapp Numbers		Email	
Relationship to learner			
Person 2		Personal Number	
Whatsapp Numbers		Email	
Relationship to learner			

☐ Whatsapp ☐ SMS ☐ Email ☐ Newsletter