



Great Foundation

Primary School

GDE REG NO: 700401239

Tel No: 083 660 4242 / 087 822 2982
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Email Address: admin@greatfoundation.co.za
Address: 19 Lonely Road, Selcourt, Springs

DOCUMENTS NEEDED FOR APPLICATION AND INFORMATION REQUIRED.

PLEASE WRITE NEATLY AND CLEARLY

Admission will be delayed if these documents are not received.

1. You have *already provided* the following documents with your initial application:
 - Certified copy of applicant's birth certificate
 - ID photos of applicant
 - Applicant's latest year-end report
 - Applicant's most recent term
 - Vaccination card - copy
 - Certified Copies of ID documents of both parents
 - **Transfer card from previous school / Clearance Certificate**
 - Study visa / permanent residence permit (if pupil not born in South Africa)
 - Payment of R200 application fee **paid by cash at the school office.**
 - Proof of payment of R1000 Registration fee must be paid within 10 days of acceptance letter.
(This secures your place once you have been accepted.)

1 LEARNER AND FAMILY INFORMATION

1.1 LEARNER INFORMATION

Date of Admission: _____ Grade _____

Child's Name: _____ known by: _____

Surname: _____

Date of Birth: _____ ID Number: _____

Age: _____ Sex: _____

Previous school attended? _____

Religious Affiliation and Denomination _____

Number of children in family/ _____ Position in the family _____

Home Language? _____ Left or Right Handed _____

FOSTER CARE ADOPTED ORPHAN LEGAL GUARDIAN

Marital status of Parents _____

1.2 MOTHER'S INFORMATION - PLEASE WRITE NEATLY AND CLEARLY

Mother's Full Name: _____

I.D Number: _____

Occupation: _____

Work Tel: _____ Home Tel: _____

Cell: _____

Email Address: _____

Physical Address: _____

Postal Address: _____

Code: _____

1.3 FATHER'S INFORMATION - PLEASE WRITE NEATLY AND CLEARLY

Father's Full Name: _____

I.D Number: _____

Occupation: _____

Work Tel: _____ Home Tel: _____

Cell: _____

Email Address: _____

Physical Address: _____

Postal Address: _____ Code: _____

DISCOUNTS:

The following discounts are applicable:

- 1.3.1 Family Discounts
 - 1st Child N/A
 - 2nd Child -5%
 - 3rd Child -10%
 - 4th Child -15%

Discounts will be reviewed on an annual basis and may be subject to change.

1.4 METHOD OF PAYMENT

1.4.1 Fees are advised to the parent(s) in a Statement and the fees are payable in advance, over a period of 12 months (January – December) during each school year **(You can arrange at the office for your school fees to be paid over a 10 month period)**. This means that the first payment should be in our bank account by the 1st of January for any specific year and the last payment will be made on the 1st of December for that specific year.
Registration fee is not part of the January school fees.

1.4.2 EFT payments are accepted. Internet payment monthly in advance on or before the 1st day of each month, over 12 months. **NO CASH WILL BE ACCEPTED AT THE OFFICE. PLEASE PAY AT THE BANK**

1.4.3 Late penalty fee: a late penalty fee of R 150 will be levied, added to the following month's statement/invoice and the parent/guardian shall be held responsible for this fee; Overdue accounts will be charged 5% interest.

1.4.4 **PLEASE USE YOUR PUPIL CODE AS REFERENCE FOR ALL PAYMENTS.** (This is your GF number).

1.5 DETAILS OF PERSON RESPONSIBLE FOR SCHOOL ACCOUNT: **PLEASE WRITE NEATLY AND CLEARLY**

Surname : _____

Name : _____

ID Number : _____

Address : _____

Contact number : _____

Cell Phone Number : _____

Email Address : _____

I, _____ (FULL NAME) acknowledge all conditions of payment and authorize Great Foundation Primary to carry out any checks and/or traces that may deem fit with any registered credit bureau.

Signature: _____ Date: _____

2 BANKING DETAILS FOR INTERNET PAYMENTS

Name of School	:	GREAT FOUNDATION
Bank	:	FNB
Branch Code	:	250-655
Account Number	:	62 725 214 085
Reference	:	Allocated GF Number

Proof of payment to be emailed to the office

School fees are payable on the 1st of each month for the month in advance.

The debtor consents to and authorises Great Foundation, the supplier, service and/or credit provider, as the case may be, to:-

- 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.

3 EMERGENCY CONTRACT DETAILS & MEDICAL AID PARTICULARS

Surname : _____
Name : _____
Address : _____
Contact number : _____
Cell Phone Number : _____
Medical Aid : _____
Medical Aid Number : _____

Copy of Medical Aid Card must be attached.

Rules and conditions of enrolment regarding Great Foundation Education Centre.

- **School Hours: School grounds open at 6h30 and school starts at 7h25. School day ends at 13h00 for Grade RRR to 2. Grade 3 ends at 13h30. Grade 4 and 5 ends at 13h45. Grade 7's end at 14h00.**
- Homework assist starts at 13h00 and ends at 15h00 sharp. We are not responsible for children after 15h00 and a late fee of R150-00 will be charged.
- Please ensure that your transport picks up your child by no later than 14h00 every day. On Fridays, school ends at 13h00 and children must be collected as soon as possible.
- The uniform requirements for learners are available from Ally Cat Embroidery, 55 Leonora Road, Selcourt, Springs. 084 252 4650. Learners are expected to abide by the dress code at all times.
- If a child is absent, for any reason, please inform the school as soon as possible before 8h00 in the morning. After 2 days, they will require a doctors note.
- Parents collecting their children after the time agreed according to enrolment must get a message to the Day-care center informing us as to why you are late.
- Parents with any query or request regarding their children enrolled at Great Foundation Primary must contact the office without delay.
- **All fees are payable no later than the 1st working day of each month. School fees are payable in advance and the registration fee is not part of the January school fees.**
- **It is agreed between Great Foundation Primary and yourself that a penalty of 5% of the monthly fee will become payable and be charged to your account for every month that the monthly fee is not received in full by the 4th working day.**
- Great Foundation Primary is an English-medium schools. The language of instruction is English.
- **As a private school, we reserve the right to instate a pass rate of 50%**

Full Name: _____ (Mother/Guardian)

Signed: _____

Full Name: _____ (Father/Guardian)

Signed: _____