

ANIMAL FARM PRE SCHOOL 1

24 SAN GABRIEL AVENUE
KINGSBURGH
DEDERE 0794925681
VERONICA 072 72 77148
CHARLENE 082 920 8114 (FINANCE)
EMAIL: animalfarmpreschool1@gmail.com

ENROLMENT FORM



CHILDS DETAILS

DATE OF ENROLMENT:	ENGLISH OR AFRIKAANS CLASS
SURNAME:	
FULL NAMES:	
NAME USED FOR CHILD:	
DATE OF BIRTH:	ID NUMBER:
HOME ADDRESS:	
WhatsApp NUMBER:	CELL:
EMAIL ADDRESS:	
ALLERGIES AND SPECIAL NEEDS:	
WAY OF TRANSPORT TO AND FROM SCHOOL:	

MOTHERS DETAILS:

FULL NAME AND SURNAME:		
I.D. NUMBER:		
OCCUPATION:		
NAME OF COMPANY:		
WORK TEL:	WhatsApp NUMBER:	CELL:
ADDRESS (IF DIFFERENT FROM CHILDS ADDRESS):		

FATHERS DETAILS:

FULL NAME AND SURNAME:		
I.D. NUMBER:		
OCCUPATION:		
NAME OF COMPANY:		
WORK TEL:	WhatsApp NUMBER:	CELL:
ADDRESS (IF DIFFERENT FROM CHILDS ADDRESS):		

MEDICAL INFORMATION:

FAMILY DOCTOR:
DOCTORS TEL:
MEDICAL AID DETAILS:
MEDICAL AID NUMBER:

Copy of each of the following documents are needed together with this form and enrolment fee
Birth certificate of child, clinic card, parents ID and proof of residence.

IN CASE OF AN EMERGENCY:

CONTACT PERSON OTHER THAN PARENT:	
RELATIONSHIP TO CHILD:	
ADDRESS:	
HOME TEL:	CELL:
PERSON RESPONSIBLE FOR ACCOUNT	
NAME AND SURNAME:	
ID NUMBER:	
RELATIONSHIP TO CHILD:	CONTACT NUMBER:

RULES:

SCHOOL FEES ARE PAYABLE IN ADVANCE ON THE 1ST OF EVERY MONTH. IF FEES ARE NOT PAID AND FALL INTO ARREARS, I UNDERSTAND THAT I WILL BE HANDED OVER TO A DEBT COLLECTOR. I UNDERSTAND AND AGREE THAT I WILL ALSO BE RESPONSIBLE FOR ANY FEES INCURRED IN RECOVERING THE MONEY. NO REDUCTION IN FEES WILL BE MADE FOR ANY REASON EVEN IF A CHILD IS ABSENT DURING THE SCHOOL HOLIDAYS OR DUE TO ILLNESS TO THEM OR A PARENT. BOOK FEES MUST BE PAID EVERY YEAR. I UNDERSTAND THAT ALL FEES PAID TO ANIMAL FARM PRE SCHOOL IS NON-REFUNDABLE.

I UNDERSTAND THAT I HAVE TO GIVE ONE MONTH'S FULL PAYMENT NOTICE IF MY CHILD IS TO BE REMOVED FROM THE SCHOOL. I UNDERSTAND THAT IF I FAIL TO DO SO I WILL BE CHARGED ONE MONTHS FEES. THE SAME APPLIES TO THIS NOT BEING PAID AS WITH UNPAID FEES IN ABOVE. NO NOTICE WILL BE ACCEPTED IN NOVEMBER OR DECEMBER. IF SCHOOL FEES ARE INTO ARRERS YOUR CHILD WILL NOT BE ALLOWED TO ATTEND SCHOOL TILL FULL PAYMENT HAVE BEEN MADE. I UNDERSTAND THAT I WILL BE CHARGED IN FULL FOR THE DAYS MY CHILD WILL NOT BE ATTENDING SCHOOL DUE TO UNPAID FEES. I UNDERSTAND THAT ALL FEES PAID TO THE SCHOOL WILL NOT BE REFUNDABLE. NO CHILD WILL BE ALLOWED TO ATTEND SCHOOL IF HE/SHE HAS A CONTAGIOUS DISEASE (MEASLES, MUMPS, CHICKEN POX, LICE, SCABIES, GASTRO, NATAL SORES ETC.) IF A CHILD IS FOUND TO BE ILL, THE PARENT WILL BE NOTIFIED IMMEDIATELY AND ASKED TO FETCH THEIR CHILD. NO EXCUSES WILL BE TOLERATED. NO CHILD WILL BE ALLOWED AT SCHOOL IF HE/SHE HAVE HEAD LICE. NO CHILD WILL BE HANDED OVER TO UNKNOWN PERSON. IF THE USUAL PERSON WHO COLLECTS THE CHILD CANNOT MAKE IT, IT IS THE PARENTS RESPONSIBILITY TO CONTACT US AND MAKE ARRANGEMENTS. **UNIFORM: SCHOOL SHIRTS CAN BE ORDERED AT SCHOOL AS UNIFORM IS REQUIRES MONDAY, WEDNESDAYS AND FRIDAYS. WE PREFER UNIFORM EVERY DAY. IF CHILD IS FETCH FROM SCHOOL AFTER 17:15 YOU WILL RECEIVE A FINE OF R100 PER 15 MIN, FINE HAS TO BE PAID IN NEXT 3 DAYS.**

I UNDERSTAND THAT ANIMAL FARM PRE-SCHOOL WILL BE CLOSED (ANUALY HOLIDAY) FOR 4.5 WEEKS DURING DECEMBER- JANUARY AND ON ALL DATES GIVEN ON A SEPARATE NOTICE IN FIRST WEEK OF FEBRUARY (EG. PUBLIC HOLIDAYS). EVERY PRECAUTION IS TAKEN TO ENSURE YOUR CHILD'S SAFETY AT SCHOOL. HOWEVER, ANIMAL FARM PRE- SCHOOL CAN NOT BE LIABLE FOR ANY ILLNESS OR INJURY SUSTAINED WHILST IN OUR CARE.

I PARENT /LEGAL GUARDIAN OF WHO WILL BE ATTENDING ANIMAL FARM PRE SCHOOL, HAS READ AND AGREES TO THE FOLLOWING CONDITIONS BEFORE ENROLLING MY CHILD.

PARENT SIGNATURE: DATE.....

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MORE ABOUT US:

TRAIDING HOURS 06:15-17:15 MONDAY TO FRIDAY. IF YOU ARE LATE, WE HAVE A FEE OF R100 PER CHILD PER 15 MIN LATE STARTING FROM 17:15. THE SCHOOL START FROM AGE 3 MONTHS TO GRADE R. ALL AGES ARE SPLIT IN THEIR DIFFERENT CLASS ACCORDING TO WHAT YEAR A CHILD IS BORN. ALL CHILDREN **MUST BE AT SCHOOL AT 08:00AM** TO BE ON TIME. SCHOOL FEES ARE R1100.00 PER MONTH FOR FULLDAY ASWELL AS HALFDAY. PARENT **must provide breakfast, lunch and a 2pm snack for your child, food must be ready to eat in lunch box. We provide water in your child's own water bottle, you as parent can send juice or something else to drink. For babies you send what the baby needs eg. Nappies, baby wipes, formula, baby food, baby juice etc.**

SCHOOL ROUTINE IS AS FOLLOW: BREAKFAST TILL 08:30AM, THERE AFTER MORNING RING AND CLASS ROUTINE, THEN LUNCH AT 12:00PM, SNACK AT 14:00. ALL EXTRA ACTIVITIES WILL BE AFTER 12PM. WE RUN A FULL EDUCATIONAL PROGRAMME AND EACH AGE GROUP WILL BE TAUGHT THE NECESSARY THINGS NEEDED UP TO GRADE R. We are registered with ALL relevant departments. All certificates are displayed on the wall at school. WE FIRMLY BELIEVE IN LEARNING THROUGH PLAY. WE BELIEVE THAT EACH CHILD WILL HAVE AT LEAST 12 YEARS OF FORMAL EDUCATION IN THEIR LIVES, THERE FOR WE ALLOW THE CHILDREN TO PLAY OUTSIDE AS OFTEN AS POSSIBLE. GROSS MOTOR SKILLS ARE AS IMPORTANT AS INTELLECTUAL DEVELOPMENT. WE PROVIDE POTTY TRAINING FOR THOSE WHO NEED TO BE POTTY TRAINED.NO MEDICINE WILL BE ADMINISTER AT SCHOOL. SUSPECTED CONTAGIOUS DISEASES WILL BE SENT HOME IMMEDIATELY. WE WILL DISCIPLINE CHILDREN WHO MISBEHAVE BY PUTTING THEM IN THE TIME-OUT CORNER FOR A FEW MINUTES. IF THIS BEHAVIOUR CONTINUES, WE WILL DISCUSS IT WITH YOU AS A PARENT. UNIFORM: SCHOOL SHIRT TOGETHER WITH ANY BLACK PANTS. SCHOOL SHIRT TO BE ORDERED AT SCHOOL.

AS MOST OF THE TEACHERS IN THIS SCHOOL HAVE CHILDREN OF OUR OWN, WE UNDERSTAND HOW IMPORTANT YOUR LITTLE ONE IS TO YOU. FOR THIS REASON, WE STRIVE TO MAKE THIS A HOME AWAY FORM HOME SO YOUR LITTLE ONE CAN FEEL SAFE, SECURE AND HAPPY. MOST CHILDREN WILL START OFF BY BEING A LITTLE SCARED AND UPSET. REMEMBER WE ARE ALL STRANGERS IN A STRANGE PLACE TO THEM.TO EASE THIS PROCESS WE SUGGEST THAT YOU NEVER SNEAK OUT AND LEAVE A CHILD, AS THEY LEARN NOT TO TRUST YOU. ALSO MAKE THE GOODBYE AS QUICK AS POSSIBLE. REASSURE YOUR CHILD YOU WILL BE BACK TO COLLECT THEM.

WE DO NOT CLOSE DURING THE YEAR WHEN THE PRIMARY SCHOOLS ARE ON SCHOOL HOLIDAY. WE DO HOWEVER CLOSE FOR 4-5 WEEKS OVER DECEMBER AND JANUARY. SCHOOL FEES DO STILL HAVE TO BE PAID IN FULL EVERY MONTH. WE ARE ALSO NOT OPEN ON WEEKENDS AND PUBLIC HOLIDAYS. ALL FEES PAID TO ANIMAL FARM PRE-SCHOOL ARE NON-REFUNDABLE FEES. GOOD LUCK WITH MAKING THE DECISION AS TO WHICH SCHOOL TO SEND YOUR CHILD.

* Only Valid for 2024 Enrolment. Pricing my change at owners' discretion. Please confirm pricing before enrolment.

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Birth certificate of child, clinic card, parents ID and proof of residence.