

Application Form

Type of Enrolment

Full-time
 Activity Day

General Information

Child's information

First names:	Surname:
Gender:	Date of birth:
Grade completed:	Home language:
Residential address:	Special needs:
Allergies:	Medical history:
Nationality:	Requested start date:

Parent/Guardian information

Parent/Guardian 1	Parent/Guardian 2
Relationship to child:	Relationship to child:
First names:	First names:
Surname:	Surname:
ID number:	ID number:
Residential address:	Residential address:
Postal address:	Postal address:
Current profession:	Current profession:
Home language:	Home language:
Cell no:	Cell no:
Home no:	Home no:
Email:	Email:
Nationality:	Nationality:
Marital status:	Marital status:



Doctor's details

Doctor's name:	Doctor's address:
Contact no:	

Emergency contact information (other than Parents)

Name:	Name:
Relationship to child:	Relationship to child:
Contact no:	Contact no:
Who normally collects/ drops off your child:	
Who else is authorized to collect:	

Other professionals

Has your child seen any other professional? (Speech Therapist, Occupational Therapist, Psychologist) If so, please give details and include report.

In case of emergency

Medical aid:
Medical aid no:
Main member and ID no:

Additional information

What name does the child answer to?
What are the names and ages of the child's siblings?
Who else does the child live with?
What languages does the child hear at home?
Is one of the parents deceased? If yes, when?

Sibling you wish to enter on the waiting list. (Admission fee only due with the application form)

First names:	Surname:
Gender:	Age:
Date of birth:	Preferred start date:
Religion (if any):	Home language:
Residential address:	Special needs:
Allergies:	Medical history:
Nationality:	



Photos and videos permission form

As part of our documentation and observations, staff or a representative of Bushwillow School may record photos or videos of your child and display them in the class or in your child's personal file. We may also use these photos on our website and Facebook page.

Please indicate if you give permission for your child to be photographed or videoed.

I/we give permission

Name: _____

Name: _____

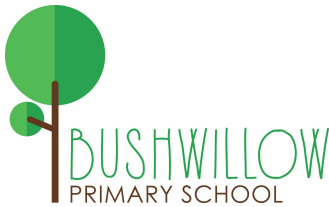
Signed: _____

Signed: _____

Additional items

Please accompany the following items with the application form:

1. A copy of your child's birth certificate.
2. A copy of your child's clinic card (if available).
3. A copy of the parents' ID books or passports.
4. A copy of your child's latest progress report (if available).
5. A photo of your child.
6. Proof of payment of enrolment fee. Note that in the unlikely event that your application is declined by Bushwillow School, this enrolment fee will be refunded in full.



Conditions of enrolment

1. The applicant(s) is/are responsible for payment of fees of (full names) _____ (hereafter referred to as the learner).
2. The applicant(s) and the learner will be bound by all and any rules, regulations, policies and procedures of the school as laid down by the Trust.
3. The applicant(s) acknowledge that they are aware of, and agree to, the fact that the one-off enrolment fee (see Annex A) paid with regard to the learner is non-refundable and will be forfeited in the event of me cancelling the registration of the learner. In the unlikely event that your application is declined by Bushwillow School, this enrolment fee will be refunded in full.
4. **All tuition fees (see Fee Structure attached) shall be due and payable monthly in advance BEFORE the first day of each month.**
5. Should the applicant(s) choose to terminate the learner's enrolment at the school, the applicant(s) shall give a full term's written notice to the school, failing to do so, the applicant(s) shall be obliged to pay the terms fees in lieu of notice together with any other amounts due to the school and prior to the learner leaving.
6. The school shall give the applicant(s) 2 months' written notice of any increase in fees.
7. The applicant(s) hereby indemnifies the school and its staff or their authorized agents against any and all claims arising out of any injury, loss of life, loss, damage, costs, and expenses including legal costs suffered by the learner or applicant during the enrolment of the learner, knowing that the staff will take all reasonable precautions to ensure the safety and welfare of my child.
8. If any legal action has to be taken with regard to unpaid school fees, any legal, debt collector and administrative fees charged in recovering the debt will be for the applicants' account, inclusive of collection commission, stamps, postage, etc.
9. The applicant(s) hereby authorize Bushwillow Primary School to check their credit rating for the purpose of the enrolment procedure. Bushwillow Primary School undertakes to keep this information confidential.
10. Bushwillow Primary School reserves the right to ask anyone not complying with our rules and regulations to leave without notice or refund.
11. Bushwillow Primary School reserves the right to decline applicants.

As applicant(s) for Bushwillow Primary School, we agree to be bound by the above mentioned terms and conditions of enrolment.

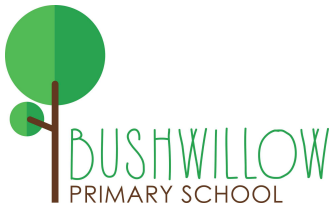
Signature of both parents/guardians

1) _____

2) _____

Date: _____

Date: _____



Fee structure

Please retain this page for your future reference

Our fee structure for the 2019 school year is as follows:

Full-time enrolment

Monthly school fee (12 months – to be paid by the 1st of every month)	Pre-primary: R900 (age 3-5) Primary: R1700 (Grade R-7)
Sibling discount	Pre-primary: not applicable Primary: R 170 / month (10%)
Enrolment fee (to be paid at registration)	Pre-primary: R900 Primary: R1700
Stationery fee (to be paid by 31 December 2018)	Pre-primary: R300 Primary: R 500

Activity Day (Fridays)

Day Fee	R100.00 per child or R150.00 per family
Sibling discount	n/a

Our bank details:

Account holder: Bushwillow School Trust
Bank: First National Bank
Branch code: 240154
Account number: 62633819977
Type of account: Cheque

Please return the completed application form to Martin Seccombe

11 Clyde Street, Merry Hill, Kenton on Sea, EC 6191

Email: martin@bushwillow.co.za

Or by hand at the school

