



Pinefields

Pre primary and aftercare

“Train your child in the ways of the Lord and when older, they will not depart from it”

Proverbs 22:6

22 Merrifield Road
Pinetown
3610

Cell: 084 346 8657
Email: leen.cvdw@gmail.com

Admission Date: _____

APPLICATION FOR ADMISSION

CHILDS DETAILS

Name:

_____ Surname: _____

Date of birth: _____

Male/Female: _____

Religion: _____

Home language: _____

Address: _____

Tel: (____) _____

Brother/Sister at school (child's name): _____

School they attend. _____

Do they come to aftercare? _____

PARENT/ GUARDIAN DETAILS:

Mother

Name: _____ Surname: _____

Address: _____

Identity no: _____

Occupation. _____

Name of employer: _____

Work address: _____

Work No: (____) _____ Home No: (____) _____

Cell No: _____ Email address: _____

Father

Name: _____ Surname: _____

Address: _____

Identity no: _____

Occupation. _____

Name of employer: _____

Work address: _____

Work No: (____) _____ Home No: (____) _____

Cell No: _____ Email address: _____

NEXT OF KIN

If we the parents/guardians cannot be reached you can contact:

Name: _____

Number: _____

Relation to child: _____

Name: _____

Number: _____

Relation to child: _____

CONTACT DETAILS OF ANY OTHER PERSON WHO WILL PICK YOUR CHILD UP FROM SCHOOL OTHER THAN THE PARENT/ GUARDIAN

Name: _____

Number: _____

Relation to child: _____

MEDICAL DETAILS

Allergies: _____

Name of Doctor: _____

Tel No of Doctor: _____

Name of medical aid: _____

Medical aid No. _____

In the event of fever/ pain, would it be acceptable to administer Panado? _____ Amount to be given to my child. _____ml.

Please Note:

- 1. Confidential information concerning your child’s health should be given directly to the Principal/ Teacher.**
- 2. If any medication needs to be administered, this must be given at home or a special consent letter must be provided. (there is NO fridge to store antibiotics at school.)**
- 3. If your child in our opinion needs to be taken to hospital, we will contact you immediately and then take him/her to the nearest hospital.**

RULES:

- 1. A registration fee of R__200__ will be paid upon application per child. (new child only)**
- 2. The School fee of R_____per month is paid in advance each month.**
- 3. I hereby commit to paying the school fee by the _____.**

4. A late payers fee of R100 per day will be added to your account if payment is made after the above-mentioned date.
5. A once off fundraising fee of R600 is payable by the end of July every year as we do not do fundraisers, and this is strictly for upgrading the school.
6. The school is **CLOSED** for the Christmas season, certain Christian holidays and Public holidays. A note will be sent out. We offer free holiday care for our Pinefields children during the term school holidays. As of December 2019 -only 1 week of holiday care will be free. Thereafter parents will receive a discounted price. All other school holidays during the year will remain free for the kids who attend Pinefields. (except public and gazetted school days)
7. **Full fees are payable for December, and January fees must be paid by the 15th of December with the included increase amount every year.**
8. Utmost attention will be given at all times to ensure your child's safety; however, we will not be held responsible for any injuries or fatalities occurring on the school premises, whilst being transported in the school vehicle or on any school grounds or outings.
9. In the event of a school outing the parents will be notified in writing and this letter will be pasted in the child's message book. Communication with the teacher and with regards to other events in the school will also be done through the message book.
10. Sweets and toys are not to be brought to school. (We do have a small tuckshop that is run during the week when stock is available.)
11. Please mark all clothing.
12. We will not be responsible for unmarked property. All lost property will be donated to hospice on the last day of each month.
13. If your child is sick, please phone in to inform that he/ she will not be attending school. Please keep your child at home if he or she is sick. If your child is sick and is on medication, we will not give your child medication unless we receive a special consent letter in the note book. We will not take responsibility for anything that happens to your child if you send them to school sick.
14. Lessons start at 8am sharp so please make sure your child is here by that time or they will miss out on their lessons.
15. School hours are from Monday to Thursday 6.30am to 5.30 pm. Fridays we close at 5.00 pm **PROMPT!** If you are running late for any reason, please phone in and let us know before 5pm.

16. If you pick up your child late a fee will be served at R100 for every 15 minutes late. Which will be added to the fees of that month if not paid upon collection.
17. Each child is required to have appropriate stationary and toiletries, to help the parents we charge a once off fee for the whole year and get the items ourselves. You may choose a second option of buying the items yourselves we will provide you with a list. The items or the money needs to be in ty the 1st of February.
18. We are looking into offering other extracurricular activities and will keep parents updated. At the moment we offer 'build em bricks'(learning science/maths with lego blocks) – if you are interested in this please ask your teacher for the application form.
19. We do not provide food for the kids. So please if parents could pack a healthy full day lunch for your kids and make sure you pack enough if they are here all day. Here is the routine for food during the day so you have an idea of how much to pack – 7:40am(breakfast/light snack for those who eat breakfast at home); - 10:00am(snack time); 12:15pm(lunch time); 2:30pm(snack time).

Things such as sandwiches, chips, cracker bread, health biscuits, yogurt, fruit (cut up if your child prefers) we unfortunately do not have a microwave to heat up any food. please also make sure your child comes with a non-spill juice bottle as we do not want it leaking in their bags.

Banking Details:

Bank: FNB

Acc Name: Celine Van der Walt

Acc No: 62510510705

Branch code: 250655

Please make the reference your child's name.

The following documents/fee must be accompanied with the above application:

- A copy of child's birth certificate(certified)
- A copy of immunization card
- A copy of both parents I.D Books(certified)
- Proof of address
- Administration fee of R200. (new children only)

Please be informed that no application will be accepted if any of the above documents are missing or the admin fee has not been paid.

I _____(parent/guardian),

I.d no: _____

apply to have my child (_____)
to be enrolled at Pinefields Preschool and Aftercare.

I fully understand and accept that that I cannot hold the principal, teachers or staff responsible for any loss, damage, injury or death of my child/children or their belongings while at Pinefields preschool.

I declare that the above particulars are correct, and I have read and understood this application form. I undertake to inform the school in writing of any changes in address and contact details.

Signature of the Parent/Guardian

Date

Stationary List. (per term)

1 box roll ups.

1 ream of paper

Toiletry list. (per term)

2 bars Dettol soap.

10 toilet rolls.

4 hb pencils.

2 boxes of tissues.

24 wax crayons.

24 pencil crayons.

Or you may pay R1000 per year and the school shall supply the stationary and toiletries.

I commit to paying the toiletry fee _____

I commit to bringing in the stationary and toiletries. _____