

HILLCREST ACADEMY

SCHOOL

REGISTRATION FORM



SOARING TO EXCELLENCE

PERSONAL DETAILS

LEARNER INFORMATION

SURNAME	
NAME	
DATE OF BIRTH	
I.D/ PASSPORT NUMBER	
GENDER	
PREVIOUS SCHOOL	
ADMISSION DATE	
ADMISSION NUMBER	

PARENT/ GUARDIAN

SURNAME	
NAMES	
I.D/ PASSPORT	
GENDER	
MARITAL STATUS	
RELATIONSHIP TO LEARNER	
ADDRESS	
NATIONALITY	
CELLPHONE NUMBER	
OCCUPATION	
EMPLOYMENT ADDRESS	
WORK TELEPHONE NO	
OTHER CONTACT PERSON	
CONTACT NUMBER	

1. ADMISSION POLICY

All school going children will be accepted regardless of race, colour or creed in line with constitution according to the Education Act.

If the applicant is accepted, a non-refundable registration fee of R500 is required to confirm acceptance of the offer.

2. DOCUMENTS REQUIRED ON REGISTRATION

I agree and will supply the school with the following:

- **A COPY OF BIRTH CERTIFICATE OR FORM OF IDENTIFICATION**
- **A report from previous school**
- **Transfer letter**
- **Parent/guardian's certified copy of an ID/PASSPORT**

3. PARENT/GUARDIANS RESPONSIBILITIES

3..1. I agree that my child will observe the School Code of conduct and will not interfere with normal process or disturb the smooth running of the school.

3..2. I will ensure that my child wears a proper school uniform.

3.3. I will provide my child with all required learning materials such as exercise books and textbooks (stationery) and also attend all consultation sessions and meetings.

3.4. I will pay the school fees on or before the 3rd of each month.

3.5. I agree to be liable for expenses incurred directly or indirectly as a result of breach of contract.

3.6. I will make sure my child reports for lessons everyday on time and agree to notify the school of any absenteeism of my child before the school day lessons begin at all times.

3.7. Once this contract is signed. My child will not be withdrawn from this school until December. A term's notice should be given in the event of unavoidable transfer.

3.8. I will pay school fess for 12 months i.e. January to December and I understand that full total payment of school fees per year shall be settled by the 4th of November.

3.9. Lesson attendance is compulsory for all learners. It is a serious offence for learners to leave the school before the day's learning programme is over.

4. TERMS AND CONDITIONS

4.1. I hereby enclose information regarding the student and myself, which will upon acceptance by the school forms part of the contract between the parties. The contract will then be deemed concluded between myself, the undersigning and Hillcrest Academy (hereinafter referred to as the school), including all Department of the school.

4.2. I hereby warrant that all the information furnished in the following questionnaire that will be provided as well as all the statements set out hereunder pertaining to the capabilities/performance of my child's details and my own financial position are true and correct.

4.3. This application form constitutes the entry into contract between the parties (Hillcrest Academy and Parent/Guardian) and agrees to the terms and conditions embodied herein and only written variations and alterations countersigned by both parties and shall be binding upon signing them.

4.4. I choose to freely have any notices served to my address supplied in the contract.

4.5. Resolutions passed and adopted in a meeting shall be binding to all parents/guardians whose children attend Hillcrest Academy.

4.6. All students should participate in all school programmes unless there are reasonable grounds that merit the student's inaction or non-participation such as written doctor's advice or parental request.

4.7. If parents have complaints against a staff member, they should approach the office so as to resolve the issue.

4.8. School children will be collected from school by their parents/ guardians or any other person that has been registered to do so by the parents/guardians.

4.9. If the child breaks school property or loses it, a notification letter will be written to a parent who will have to replace/ repair the lost/damaged property.

4.10 Any student who breaches the school regulations such as being found in possession of firearms or any other weapon or fighting and inflicting injury to another student or threatening the staff or inciting students to engage in violence or behaving in an unbecoming manner due to the influence of drugs or liquor or being found in possession of drugs or liquor shall be expelled or suspended from school.

4.11. I understand that this contract is valid for as long as my child still attends the school.

4.12. I agree the terms in section 45 of the magistrate court Act 32 of 1944 that the school shall as its option, be entitled to institute any legal proceedings for the recovery of any monies owing by me to the school in any Magistrates Court having jurisdiction in respect of such proceedings in terms of section 28 of the Act of South Africa.

5. INDEMNITY

5.1. I hereby authorise the school to take appropriate steps that in its discretion may deem necessary to have the said child admitted in hospital and treated by a doctor or any other medical attendant at my expense.

5.2. I agree that neither the school, nor its employees or agents have made any warranties other than those which are included herein.

5.3. The school has a prerogative to take any disciplinary action against a student who fails to abide by the rules after consultation with parents.

5.4. I indemnify the school shall not be liable to me of any financial losses, bodily injuries sustained and/ suffered by me or the registered student in an organized excursion or school premises. I accept that the school will not be held responsible. However, all reasonable precautions will be taken for the pupil's safety.

TO BE COMPLETED BY THE PERSON WHO IS RESPONSIBLE FOR PAYING FEES

NAME: **TITLE:**

TEL (WORK): **TEL (HOME)**

SCHOOL FEES MUST BE DEPOSITED INTO THE SCHOOL ACCOUNT AND PROOF OF PAYMENT MUST BE BROUGHT TO THE SCHOOL RECEPTION/OFFICE.

BANK DETAILS

BANK : FNB

ACCOUNT NUMBER : 62700007182

ACCOUNT NAME : PEROTHE HOLDINGS

REF : CHILD'S NAME (e. g RUMBIE NYAMURONDA)

UNDERTAKING

I the undersigned parent/guardian of acknowledge that I am indebted to Hillcrest Academy for the payment of school fees on the of each month should this application be successful. I confirm that all information provided by me in this application form is true and correct.

I have read and understood the contents of the contract and am aware of my expectations.

PARENT/GUARDIAN SIGNATURE: **DATE:**

CHILD'S SIGNATURE: **DATE:**

WITNESS SIGNATURE: **DATE:**

SCHOOL REP: **DATE:**

SCHOOL STAMP