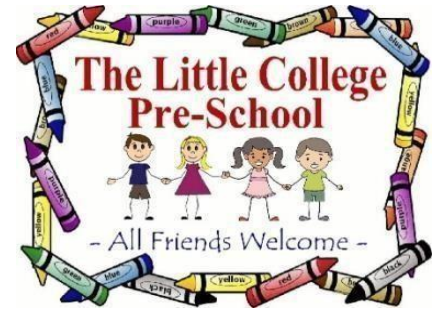


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 Rustenburg 0299  
 Tel: 014 941 0280

Cell: +27 (0) 65 918 9361  
 Email: [enquires@thelittlecollegeschool.co.za](mailto:enquires@thelittlecollegeschool.co.za)  
 :admissions@thelittlecollegeschool.co.za



**REGISTRATION AND AGREEMENT WITH THE LITTLE COLLEGE PRE-SCHOOL FOR THE 2025 SCHOOL YEAR**

1. PERSON LIABLE FOR PAYMENT			
Full names and surname:			
Identity number:			
Residential address:			
		Postal code:	
Postal address:			
		Postal code:	
	Cell:	Work:	
		Home:	
Are you self-employed?	YES	NO	
Name of business:			
Joint gross income of parents (per year):	Less than R100 000	R100 000 – R250 000	More than R250 000

PERSONAL INFORMATION OF THE CHILD/CHILDREN:	
Full names and surname:	
Date of Birth /Identity number:	
Residential address:	

MEDICAL INFORMATION:	
Medical aid name:	
Medical aid number:	

Allergies:	
Chronic illness:	
Disabilities – speech impairment / concentration etc.:	
Emergency contact	
numbers other than above:	

**NUMBER OF CHILDREN IN ALJAY PRIMARY SCHOOL AS WELL AS OTHER SCHOOLS**

FULL NAMES AND SURNAME	NAME OF SCHOOL	GR	CLASS

**FAMILY SITUATION (TICK ALL APPLICABLE BOXES)**

RESIDE WITH BIOLOGICAL FATHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESIDE WITH BIOLOGICAL MOTHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FATHER DECEASED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MOTHER DECEASED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STEPMOTHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STEPFATHER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OTHER SITUATION:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. UNDERTAKING BY SCHOOL**

The school undertakes to provide quality education to learners and to create opportunities that will equip the child with the necessary life skills. We undertake our commitment in all areas within our human capabilities.

3. UNDERTAKING BY PARENTS / GUARDIANS	4. UNDERTAKING BY PARENTS
<p>a) I / we undertake to support and endorse the provisions of the code of conduct.</p> <p>b) I / we undertake to notify the school in writing if we intend to take our child out of the school and hand in all books and / or equipment belonging to the school before our child leaves the school. We understand that outstanding textbooks and equipment will be debited to our account if our child leaves school without prior notice.</p> <p>c) One month calendar notice (30 days) will be given if the student intends to leave The little college Pre-School and a transfer letter will be given after student is cleared arrears in school fees or The little College Pre-School stationary or material they might be having in their possession. If a notice is given, the parents / guardians will still be liable for paying the school fees for the notice month.</p> <p>d) I undertake to notify the school in writing if my living and / or work details change within seven (7) days after the date of the change. I agree to payment of any costs and expenses incurred in order to track my living and / or work details if I fail to notify the school of any changes.</p> <p>e) I undertake to settle school fees in accordance with the financial policy of the school and as approved by the majority of the parents during the annual financial meeting.</p>	<p>a) Any instalment arrangement must be made by way of an acknowledgment of debt as proposed and approved by the school. The said documentation is available from the financial officer of the school.</p> <p>b) Ten percent (10%) interest will be charged annually on overdue accounts.</p> <p>c) School fees must reflect in the school accounts on the 1<sup>st</sup> of each month. If a parent uses a different bank form that being used by the school, then they should ensure they do instant payments if they are paying on the first(1<sup>st</sup>) or they should pay three working days before the due date. This is to ensure they are not charged with a PENALTY of Two Hundred Rands (R200) for late payment.</p> <p>d) If school fees have to be increased due to a confluence of circumstances, they will have to be presented through a newsletter and on social media platforms 3 months prior before increase.</p> <p>e) If I am not the biological parent or legal guardian of the learner(s), and I undertake to pay the school fees, I am deemed to be a parent and that all terms, conditions, and undertakings as contained in the application form apply to me</p>

UNDERTAKEN BY PARENTS / GUARDIANS	UNDERTAKEN BY PARENTS
<p>f) I agree to the request of any report from any credit bureau by the school / legal representative and to confirm my living and / or work details as well as to payment of any costs and expenses incurred in this regard.</p> <p>g) I agree that all information may be provided, confirmed and verified by myself in order to ensure that said information is correct for the reasons as requested.</p> <p>h) I take note of the fact that the school is entitled to enforce payment of school fees and if the school hands over my outstanding account for the collection thereof, I undertake to pay all legal costs, as settled on an attorney and client scale including collection commission and expenses.</p> <p>i) I note that both the biological parents or the legal guardian (s) and / or person who undertakes to settle the school fees are liable for the payment of school fees.</p> <p>j) School fees which are paid once-off in advance for the whole year are payable on or before 28 February of each year.</p> <p>k) If a once-off payment cannot be made, payment must be made in equal instalments over a twelve (12) month period from January to December before or on the first (1st) of each month. Should there be non- payment of any instalment due by parents who would prefer to pay the school fees over a period of 12 months, then the total year's school fees be immediately due and payable.</p> <p>l) Failure to make your monthly payments, the school will hand over your account to the Attorneys.</p>	<p>f) I hereby confirm that I have been advised of the provisions and purpose of the Protection of Personal Information Act, Act 4 of 2013(POPIA) and confirm that I hereby consent to the sharing of my personal information with third parties, and in particular the attorneys of The Little College Pre-School, in circumstances where legal action needs to be pursued against me in order to recover any and all amounts which may be payable to the School.</p> <p style="text-align: right;">Initial _____</p>



## 5. SCHOOL FEES

In the event of non-payment, parents will be held jointly and separately liable for the payment of school fees, regardless of their marital status and regardless of any settlement agreement that may exist between the parents, and we understand the following:

I / we understand that, if my child (ren) gain admission to the school, I, in my capacity as parent / guardian, am liable for the payment of tuition fees and understand that the payment of tuition fees is legally enforceable.

The Registration + Admin fee for Gr. RRR - GR R 2025 amounts to R800 per annum.

The monthly fees for Gr RRR –Gr R amounts to R1 800 per month

The annual school fees for Gr. RRR - Gr R for 2025 amounts to R21600.00 per annum ÷ 12 = R1 800.00 per month.

The boarding monthly fees for Gr RRR ~GrR for the year 2025 amounts to R3350 per month

The annual boarding fees for Gr. RRR – Gr R for 2025 amounts to R40 200 per annum ÷ 12 = R3 350.00 per month.

R2160.00 (10%) discount is granted for each Gr. RRR - GR R learner if paid in full for annual fees on or before. 28 February 2025

Please exercise your choice of payment by drawing an X next to the relevant option

### A. ONCE-OFF PAYMENT BEFORE OR ON 28 FEBRUARY 2024

Per child GR RRR – GR = R 21 600.00 - DISCOUNT R2160.00 = R19 440

### B. MONTHLY DEBIT ORDER (Please complete debit order at school)

Per child (Gr RRR – Gr R) = R21 600.00 = R1 800.00 per month x 12 months

### C. MONTHLY CASH OR DIRECT PAYMENTS (EFT)

Per child (Gr RRR – Gr R) = R21 600.00 = R1 800.00 per month x 12 months

Per child (Gr RRR ~R= R40 200.00 = R3 350.00 per month x 12 months (Boarding fee)

## APPLICATION FOR ADMISSION

I hereby apply that my child(ren) to be admitted to The Little College Pre-School as a full-fledged learner(s).

The personal information provided in this form is required for the processing of applications for admission. In the event of failure to provide the necessary information, the application will not be able to be processed.

We / I, the undersigned, hereby voluntarily provide the personal information as required and give permission for the information to be processed for the purpose for which it is required.



## Terms and Conditions:

I.....parent/guardian of ..... hereby understand and accept all as mentioned below:

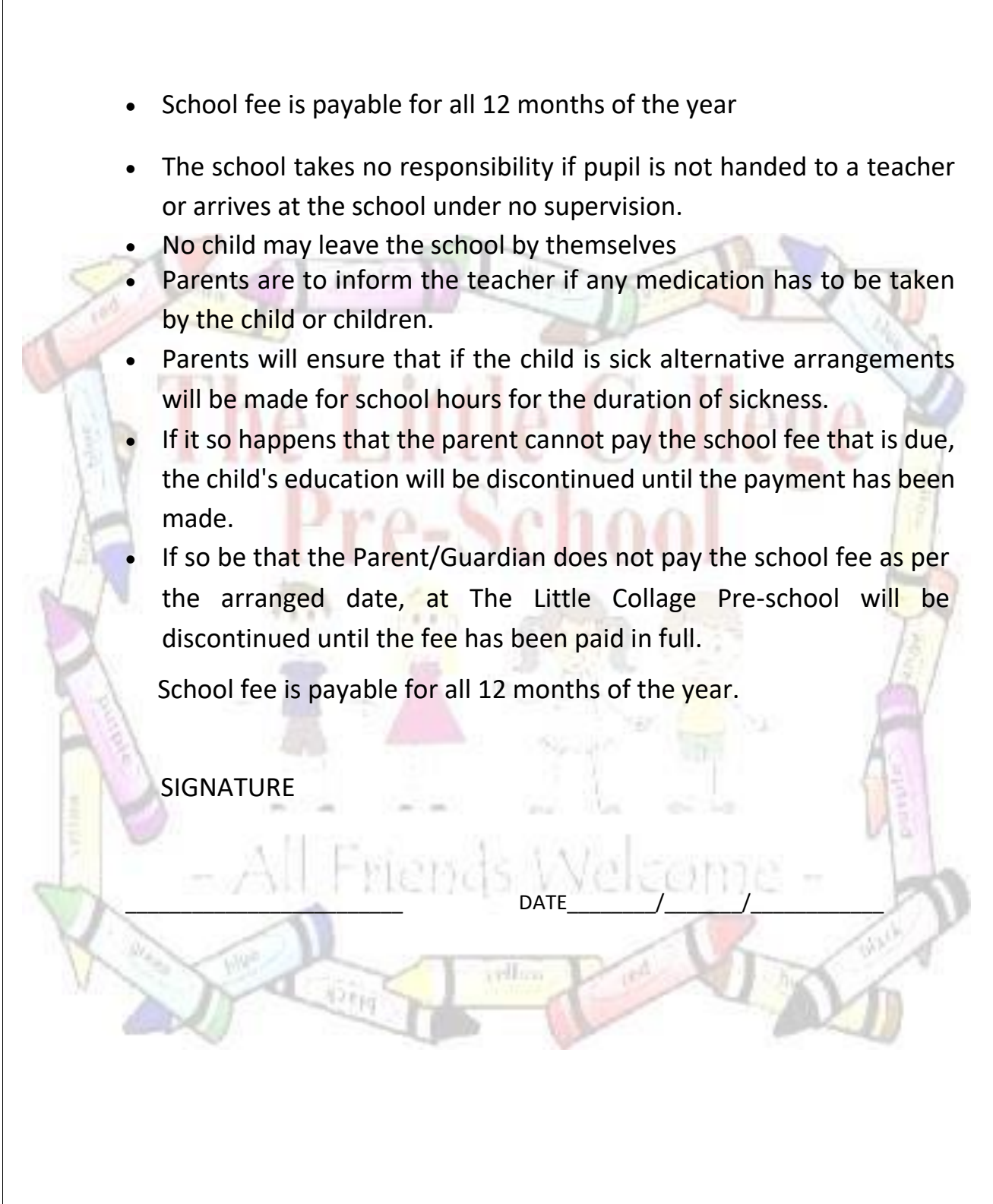
- To pay all school fee monthly on or before the 1st of each month. Interest will be charged on outstanding money.
- All costs in legal matters to this will be held liable by myself. One-month calendar notice will be given if child leaves.
- No notice for children will be accepted during the months OCTOBER, NOVEMBER and DECEMBER.
- If notice is given parents will still be liable for paying the months fee.
- A full month fee payable even if the child is sick, absent of the month all including December month fees.
- No staff of The Little collage Pre-School will be held responsible in regards to any loss or damage to any items whether directly or indirectly on the child.
- The Little Collage Pre-school accepts no responsibility for extra moral activities held by any persons at the school.
- The Little collage Pre-school will do all that is possible to ensure the safety and well-being of your child when he or she is in our care.

## General

***All information supplied is true and correct.***

- Any change of details must be supplied to The Little Collage Pre-school.
- That on the school grounds during school hours, the teacher appointed by the little Collage Pre-school will stand in and be the responsible person/persons in your medical needs and the good will discretion as the child's guardian. This is to ensure that any medical needs your child might need, will be given. Parents will be informed immediately if this should occur.
- Children must be handed or left with a teacher and not just dropped off at theThe school takes no responsibility if pupil is not handed to a teacher or arrives at the school under no supervision.
- No child may leave the school by themselves
- Parents are to inform the teacher if any medication has to be taken by the child or children.
- Parents will ensure that if the child is sick alternative arrangements will be made for school hours for the duration of sickness.
- If it so happens that the parent cannot pay the school fee that is due, the child's education will be discontinued until the payment has been made.
- If so be that the Parent/Guardian does not pay the school fee as per the arranged date, at The Little Collage Pre-school will be discontinued until the fee has been paid in full.



- 
- School fee is payable for all 12 months of the year
  - The school takes no responsibility if pupil is not handed to a teacher or arrives at the school under no supervision.
  - No child may leave the school by themselves
  - Parents are to inform the teacher if any medication has to be taken by the child or children.
  - Parents will ensure that if the child is sick alternative arrangements will be made for school hours for the duration of sickness.
  - If it so happens that the parent cannot pay the school fee that is due, the child's education will be discontinued until the payment has been made.
  - If so be that the Parent/Guardian does not pay the school fee as per the arranged date, at The Little Collage Pre-school will be discontinued until the fee has been paid in full.

School fee is payable for all 12 months of the year.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

I.....  
.....

..... (Full names) and

Address.....  
.....  
.....

.....  
.....  
.....

...being the Parent/Guardian of

.....  
.....

Hereby accept that my child will take part in the academic activities and extra mural activities of the school including ball games, athletics, events, or excursions of any educational, cultural, or sporting nature for the period that he\she will be a student at The little College Pre-School.

I fully understand and accept that all academic activities, extra mural activities, tours and excursions will be undertaken at my own peril and I undertake on behalf of myself, my executors, my wife/husband and my relatives, to indemnify to The Little College Pre-School and its staff against any or all claims, suits, demands and expenses of whatsoever nature and howsoever incurred which may be taken or made against The Little College Pre-School, its employees or agent arising out of my child's participation as The Little College Pre-School student in these events, trips and extra-mural activities.

I acknowledge and accept that the Little College Pre-School and or its employees will make every effort to always ensure the safety and wellbeing of my child while under their care.

Signed at..... on.....20.....

Signature (Parent/Guardian)

.....  
Identity

Number.....

Tel/Cell

Number.....

SIGNED AT RUSTENBURG ON THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_ 20 \_\_\_\_\_

FATHER / GUARDIAN:

\_\_\_\_\_  
(FULL NAMES AND SURNAME)

IDENTITY NUMBER:  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

MOTHER / GUARDIAN:  
\_\_\_\_\_

(FULL NAMES AND SURNAME)

IDENTITY NUMBER:

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE

PERSON WHO UNDERTAKES TO INSTALL ACCOUNT: (FULL NAMES AND SURNAME)

\_\_\_\_\_

IDENTITY NUMBER:

\_\_\_\_\_

RELATIONSHIP:

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE

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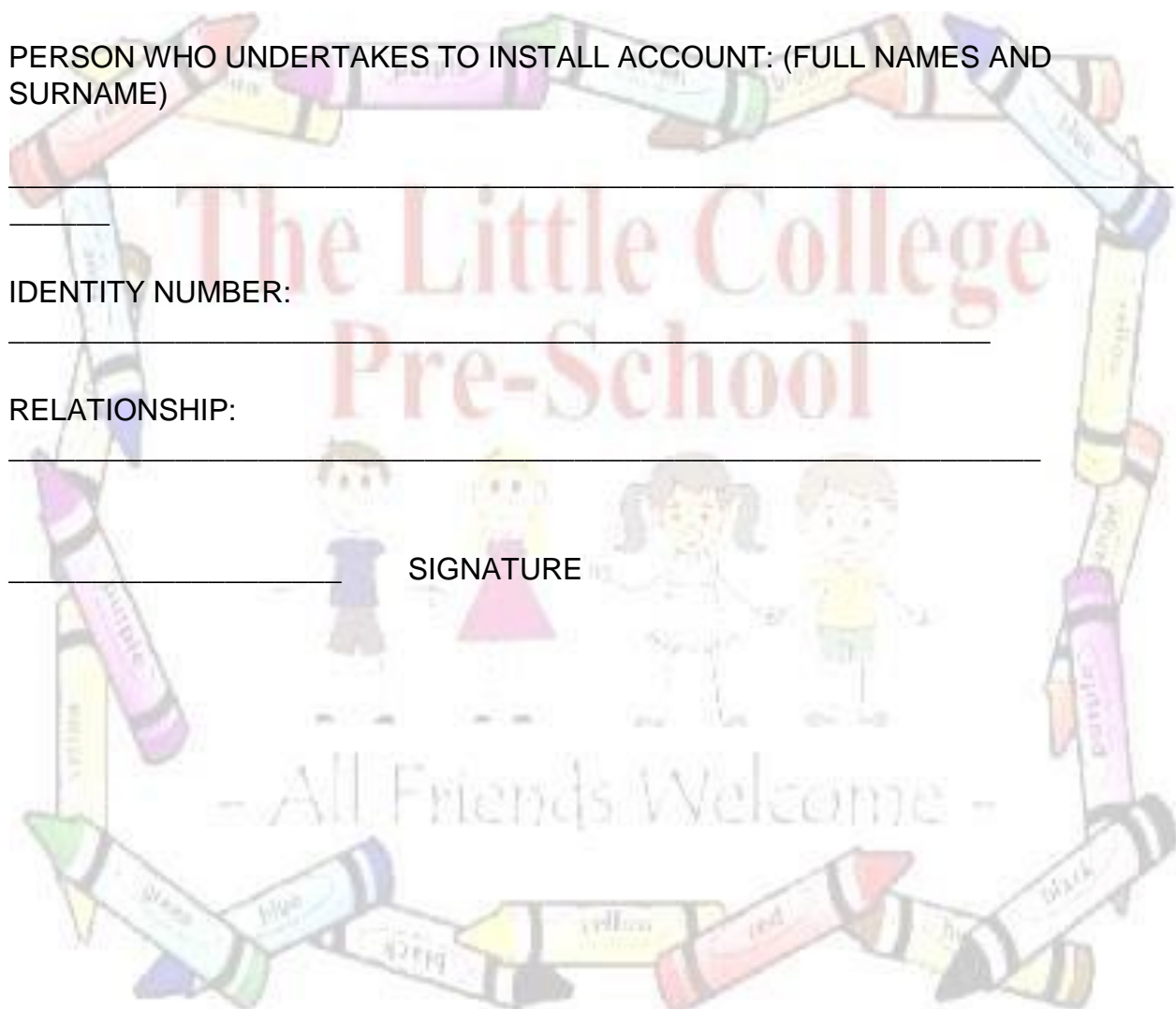
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## SCHOOL ACCOUNT DETAILS

THE LITTLE COLLEGE PRE SCHOOL

FNB CHEQUE ACCOUNT

ACCOUNT NUMBER : 62876406961

REFERENCE :CHILD`S NAME ,SURNAME & GRADE

***When depositing money directly into the school's Bank Account, PLEASE make sure that the details on the Deposit Slip / i – Bank Payment are correct. The school accepts NO responsibility for incorrect deposits and a fine of R 50.00 per transaction will be charged on deposits with incorrect reference numbers.***

I.....ID .....have read and understood everything stated in this contract .

SIGNATURE.....(PARENT/GUARDIAN)