

APPLICATION FOR ADMISSION

- Receipt of this form by Durban Christian Centre School and the payment of R500 registration fee does not imply formal acceptance into the school.
- **The fully completed application form, including all documents listed below and the registration fee must reach the admissions secretary before 15th June in the year preceding admission to Durban Christian Centre School in order for it to be considered as part of the first round of acceptances.**
- Application forms received after this date will be considered with the second round of acceptances closing in Term 3, 20th September.
- Application forms and registration fee for the second round of acceptances must reach the admissions secretary before the 20th September in the year preceding admission to Durban Christian Centre School in order for it to be considered as part of the second round of acceptances.
- As part of the admissions process, both parents and the child (KT - Grade 1-7) will be interviewed. It is compulsory for learners applying for Grade 1-7 to do an entrance test prior to approval.
- The school will notify you via email, sms and/or telephonically of its decision regarding acceptance / rejection before the end of the third term (for first round acceptances) or end of fourth term (for second round acceptances).
- Upon acceptance, a payment of R4000 will be required as confirmation of acceptance. R3000 will go towards the first month school fee and R1000 will go towards the Capital Development Fund.
- On the last day of the school term, 4th December, proceeding admission, the **transfer card** and latest report must be handed to the admissions secretary.
- **Please note that this form may be completed and returned to us in one of the following ways:**
 - Saved to your hard drive, completed electronically before printing it for your signature and handed in at the reception office at the school
 - Scanned and emailed to enrolments@dccschool.co.za. Original documents **must** be handed in as well.

SUPPORTING DOCUMENTS

- | | |
|---|--|
| <input type="checkbox"/> Copy of Learner's Unabridged Birth Certificate/ Passport | <input type="checkbox"/> Transfer Document once available |
| <input type="checkbox"/> Copy of Learner's Latest Report | <input type="checkbox"/> Financial Clearance Certificate from Current School |
| <input type="checkbox"/> Copy of Final Progress Report | <input type="checkbox"/> Pastor's Letter of Recommendation |
| <input type="checkbox"/> Copy of Learner's Immunisation Card | <input type="checkbox"/> Sections 1-6 Completed & Signed |
| <input type="checkbox"/> Copy of Parents' /Legal Guardians' ID Documents | <input type="checkbox"/> Completed & Signed Debit Order Form |
| <input type="checkbox"/> Copy of Proof of Residence/ Rental contract | <input type="checkbox"/> Completed & Signed Aftercare Application Form |
| <input type="checkbox"/> Copy of Homeschooling of Registration Forms | <input type="checkbox"/> Payment of Registration Fee |
| <input type="checkbox"/> Copy of Work Permit | <input type="checkbox"/> Deposit as Confirmation of Acceptance |
| <input type="checkbox"/> Copy of Custody Arrangement | <input type="checkbox"/> Payment of Identity Card |
| <input type="checkbox"/> Copy of Legal Proof of Guardianship or Care Giving | <input type="checkbox"/> Labels |
| <input type="checkbox"/> 3 months Stamped Bank Statement & 3 Latest Pay Slips | <input type="checkbox"/> Bag Order |
| <input type="checkbox"/> 3 x Learner ID Photo | <input type="checkbox"/> Name Badge (Grade 1-7) |

- ***Supporting Documents:** All documentation must be certified.
- ***Unabridged Birth Certificate:** Apply and forward proof of Application.

Child will not be allowed in Class if all documents are not submitted.

Sign:

FOR OFFICIAL USE ONLY

APPLICATION

DATE OF ISSUE:

DATE OF COMPLETION:

COMMENT:

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CONCLUSION

APPROVED:

DATE:

COMMENCEMENT:

GRADE:

DETAILS

LEARNER CODE:

SIBLINGS AT SCHOOL:

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FEE STRUCTURE:

SECTION 1 - LEARNER DETAILS

PLEASE PRINT LEGIBLY AND USE BLOCK CAPITALS

Surname:		First Name:	
Second Names:		Gender:	
Race:		Country of Origin:	
ID Number:		Place of Birth:	
Date of Birth: (DD/MM/YY):		Eldest Child in School (Yes/No):	
Home Language:		Religion:	
Mode of Transport:		Distance from School (kms):	
Lurits No.		Name on Badge	
Grade		Labels:	
Select Course:	Afrikaans: <input type="checkbox"/>	Select Course:	Zulu: <input type="checkbox"/>

PERSON AUTHORISED TO PICK UP LEARNER FROM SCHOOL

Contact Name	Contact Number	Relationship

LEARNER'S EDUCATIONAL HISTORY

Name of last Playschool / Pre-School / School (if applicable):		
Address:		
Telephone Number:		
How long has learner attended the above school:		
Grade Passed and Year:	GRADE:	YEAR:
Grade at Present and Year:	GRADE:	YEAR:
Is the learner experiencing difficulties in any subject?		
Provide details if "YES":		

Repetition of a Year

Has the learner ever repeated a year?		
Provide details if "YES":		
Has the learner ever been tested for any learning difficulties?		
Provide details and proof of documents if "YES"		

LEARNER'S CONTACT DETAILS

Telephone No.:	
Resides with:	
Street Address:	
City:	
Province:	
Postal Code:	
Email Address	
Sibling/s in School:	

LEARNER'S MEDICAL DETAILS

Doctor's Details	Medical History
Name:	Previous illnesses, allergies, etc. (Give Details)
Address	
Code:	Medical Conditions (Give Details):
Telephone No.:	Medication (Give Details):
Medical Aid Details	
Medical Aid Name:	
Main Members Name:	Special Therapy (Occupational, Counselling):
Medical Aid Number:	
Is the learner using any prescribed medication? (If "YES" provide details)	

LEARNER'S RELATIONSHIP WITH JESUS

Parental Viewpoint (to be completed by parent)
Please give some perceptions of your child's commitment to Jesus, Prayer Life, Lordship of Jesus, Attitude towards Authority, etc.
Learner's Viewpoint (to be completed by all Grade 3-7 prospective learners)
Please supply information regarding what you believe, how your relationship with Jesus is, what you desire this relationship to be.
Is there any other information (Special Achievements / Accomplishments) regarding your child we should know about?

SECTION 2 - LEARNER'S FAMILY DETAILS

BIOLOGICAL FATHER					BIOLOGICAL MOTHER				
Title:					Title:				
Name:					Name:				
Surname:					Surname:				
Birth Date:					Birth Date:				
ID Number:					ID Number:				
Residential Address:					Residential Address:				
Postal Address:					Postal Address:				
Home Tel:					Home Tel:				
Work Tel:					Work Tel:				
Cell:					Cell:				
Email: (Print)					Email: (Print)				
Occupation:					Occupation:				
Supervisor:					Supervisor:				
Employment No.:					Employment No.:				
Employer:					Employer:				
HR Tel. No.:					HR Tel. No.:				
Work Address:					Work Address:				
Telephone No.:					Telephone No.:				
Marital Status:	S	M	D	W	Marital Status:	S	M	D	W
Account Holder:	YES		NO		Account Holder:	YES		NO	

Emergency No.:	Name:	Tel No:	Relation:
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Parents' Christian Background

Church Affiliation:				
Address of Church:				
Name of Pastor / Minister:				
Telephone Number:				
Years of Involvement:				

Parents' Relationship with the Lord

Please supply some information as regards: Being Born Again, Filled with the Holy Spirit, Your Current Relationship with the Lord & Saviour, Church Activities in which you are involved (e.g. Cell Member) and any other information.

Father:				

Mother:				

SECTION 3 - PARENT / GUARDIAN DECLARATION AND CONTRACT OF ENROLMENT

The person/s whose details appear in Annexure "B", declare that he/she/they are the parent/s or legal guardian/s of the Child/Children, whose details appear in Annexure "A". The rights and obligations contained in this Contract are binding on every person who signs this Contract and must be carried out in order for the Child to be successfully enrolled and retained at the School.

IMPORTANT NOTICE:

By **initialing** each page and signing this Contract, you agree to the terms and conditions contained in this document as well as any terms and conditions contained in the Policies of the School, which form part of this Contract. If there is any provision in this Contract that you do not fully understand, please ask for an explanation before signing

This Contract contains clauses which appear in similar text style to this notice and which:

1. *may limit the risk or liability of the School or a third party; and/or*
2. *may create risk or liability for you; and/or*
3. *may require you to indemnify the School or a third party; and/or*
4. *serve as an acknowledgement, by you, of a fact.*

Your attention is drawn to these clauses because they are important and should be carefully noted. The rights you have in this contract are in addition to and do not affect the statutory rights and remedies you have under consumer protection law. In the event of conflict between this contract and consumer protection law, your statutory consumer protection rights will prevail. Nothing in this document is intended to or must be understood to unlawfully restrict, limit or avoid any rights or obligations created for you or the School in terms of the Consumer Protection Act.

1. DEFINITIONS

In this contract –

- 1.1 "Additional Fees" means those prices for the Additional Goods/Services and additional costs and levies required from time to time and notified to you in advance, to provide adequately for the education and related activities and services provided to your Child, including the costs of extra-curricular activities or special educational needs;
- 1.2 "Additional Goods/Services" means those goods or services that may from time to time be provided to or for the benefit of the Child, as determined by the School from time to time;
- 1.3 "Child" means the child or children (of any age) admitted by the School to be educated, whose details appear in Annexure "A1", as well as the Child or Children whose details appear in any subsequent Annexures numbered "A2", "A3" and so on sequentially, as provided for in Annexure "A1";
- 1.4 "Contract" means this document, including all its annexures as well as any Policies;
- 1.5 "Consumer Protection Act" means the Consumer Protection Act, No 68 of 2008;
- 1.6 "Deposit" means an amount of money paid by the Parent/s to the School, on accepting the enrolment offered. This is non-refundable and forms part of the school fees payable.
- 1.7 "Development Fee" means the fee paid by the parent as an agreed, non-refundable contribution to the School's developmental costs, payable on the Child's enrolment to the School as part of the School's revenue for that year.
- 1.8 "Registration Fee" means the fee paid by the Parent/s to cover all the administrative costs involved in registering a Child at the School and which may include an initial contribution to the development and capital costs of the School;
- 1.9 "Fee" means any amounts owing to the School for a Child's enrolment, education and related activities at the School. Such Fees shall be clearly communicated to you in advance and may include, but are not limited to, the –
 - 1.9.1 Registration / Re-enrolment Fee;
 - 1.9.2 School Fees; and
 - 1.9.3 Additional Fees;
- 1.10 "Head" means the person appointed by the board of governors of the School to be responsible for the day-to-day management of the School, including anyone to whom such duties have been delegated;

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- 1.11 **"Parent"** or **"you"** means each person who has signed this Contract as the parent or legal guardian of a Child, whose details appear in Annexure "B";
- 1.12 **"Parties"** means the Parent/s and the School;
- 1.13 **"Policies"** means the rules and principles adopted by the School, as published by the School from time to time, which are used to regulate the day-to-day running of the School. These Policies may include (but need not be limited to) the School Rules; Schedule of Fees; Debtors' Policy; Terms and Conditions of the School, as well as the Code of Conduct and the School's Cautionary and Grievance Procedures for Parents and are available on request free of charge, or on the School's website;
- 1.14 **"School"** or **"we"** means Durban Christian Centre School;
- 1.15 **"School Fees"** means the money payable by the Parent/s to the School in connection with a Child's education, excluding any Enrolment Fee, Deposit or Additional Fees;
- 1.16 **"School Rules"** means the rules of the School, a copy of which is provided to each Child on entry via the learners diary, as those rules may be amended from time to time for legal, safety or other reasons or in order to assist the proper administration of the School;
- 1.17 **"Magistrate's Court Act"** means the Magistrates' Courts Act No 32 of 1944;
- 1.18 **"Term"** means a division of the academic year and is the time during which the School holds classes, as notified to Parents from time to time.
- 1.19 **"Third Party"** means the person or entity, other than the Parent or guardian, nominated by the Parent or guardian to be responsible for the payment of any one or more or all of the Fees, provided that nomination will not absolve the Parent or guardian from liability for those said fees.

2 GENERAL OBLIGATIONS OF THE SCHOOL

- 2.1 ***The admission and enrolment of learners to the School is at the discretion of the Head who may refuse a learner's admission to the School without giving reasons and may grant temporary or provisional enrolment to the School subject to such further terms and conditions which the Head may impose. The Head may, at his/her sole discretion, cancel enrolment in accordance with the Rules.***
- 2.1 ***For the sake of clarity, this Agreement regulates the enrolment and admission of your Child to the School and also regulates the relationship between the School, your Child, yourself and/or a Third Party once your Child is admitted and enrolled with the School. Subject to clause 2.1, nothing in this Agreement should be interpreted as a representation or warranty made by the School that your Child will be admitted to and enrolled with the School.***
- 2.2 ***While your Child remains a pupil of the School, we undertake to exercise reasonable skill and care in respect of his or her education and welfare. This obligation will apply during school hours and at other times when your Child is permitted to be on School premises or is participating in activities organised by the School.***
- 2.4 ***We shall monitor your Child's progress at the School and produce regular written reports. We will advise you if we have any concerns about your child's progress, but we do not undertake to diagnose dyslexia or any other specific conditions: a formal assessment can be arranged either by you or by the School at your expense.***
- 2.5 ***The parties take cognisance of the limitations of the School's physical environment, facilities and resources which limit its ability to provide high quality education to children with special educational needs (whether due to neurological barriers, hearing impairments, visual barriers, physical barriers, behavioural or emotional barriers or any other medically assessed special needs). To the extent that, in the reasonable opinion of the Head, the School cannot, or can no longer, provide adequately for your Child's special educational needs, the School may cancel this contract in terms of clause 9.3.***

3 DISCLAIMERS

- 3.1 ***You acknowledge that the School does not take any responsibility for any theft or loss of, or damage or destruction to any property of whatever nature (including School clothing, sporting equipment, books, or any other personal possessions) brought on to the School premises by your Child, unless the School or its staff are in possession of that property and damage occurs to that property either because –***



- 3.1.1 *the School or its staff treated the property as their own; or*
- 3.1.2 *the School or its staff did not exercise the degree of care, diligence and skill that can reasonably be expected of a person responsible for managing property belonging to another person, when handling, safeguarding or using the property.*
- 3.2 *Unless you expressly notify us in writing to the contrary, you consent to your Child participating, under proper supervision, both in and outside the School, in sports and other activities (including contact sports) which may entail some risk of physical injury, as well as to your Child travelling to and participating in School activities and programmes outside the School. Subject to the School taking reasonable care to avoid harm and except for any gross negligence on the part of the School, its employees or agents, the School is not responsible for loss or damage resulting from such sports, activities, travel, or programmes and you indemnify the School against any claims in that regard.*

4 PARENT'S GENERAL OBLIGATIONS

- 4.1 *You will inform the School in writing, prior to admission and enrolment, of any special educational needs of your Child known to you, of the kind referred to in clause 2.5.*
- 4.2 *In order to fulfil our obligations, we need your co-operation. Without detracting from any specific obligations contained in this contract, you are required to: fulfil your own obligations under these terms and conditions; encourage your Child in his or her studies, and give appropriate support at home; keep the School informed of matters which affect your Child; maintain a courteous and constructive relationship with School staff; and attend meetings and otherwise keep in touch with the School where your Child's interests require you to do so.*
- 4.3 *The Head may in his or her discretion require you to remove or may suspend or expel your Child if your behaviour is in the reasonable opinion of the Head so unreasonable as to affect or likely affect the progress of your Child or those of another child (or other children) at the School or the well-being of the School staff or to bring the School into disrepute.*
- 4.4 *The Head may, at his/her discretion, require you to remove or may suspend or expel your Child from the School, if he/she considers that your Child's attendance, progress or behaviour (including behaviour outside school) is seriously unsatisfactory and in the reasonable opinion of the Head the Child's removal is in the School's best interests or those of your Child, other children or the wider School community. In this case, you will be asked to remove your Child either immediately and without notice, or at a specified date that is shorter than full term, with or without notice in any form, as is reasonable under the circumstances.*
- 4.5 *The School will not be required to give you a full term's written notice under these circumstances. Any prepaid fees will be refunded to you. These examples are not a closed list and a child may be expelled or suspended for offences which are not included in these examples. In particular, the Head may decide that suspension or expulsion for a lesser offence is justified where there has been previous misbehaviour by the child or the circumstances of the case otherwise justify such action.*

5 POLICIES OF THE SCHOOL

- 5.1 *You declare that you have read and understood the policies of the School as adopted and published by the School from time to time and agree to abide by these policies. The School undertakes to make copies of all policies available on request and free of charge, or on the School's website.*
- 5.2 *You undertake to comply with all the rules and regulations of the School and acknowledge that it is your responsibility to make yourself familiar with the policies.*
- 5.3 *You acknowledge that you are responsible for your Child, whether on the property of the School or not, after the notified finishing times of any school activity/event/function and that you will ensure that your Child obeys all school rules and policies where they apply to the Child.*

6 ACCEPTANCE AND DEPOSIT

- 6.1 *An offer of a place for a Child at the School is accepted by you signing this contract and paying the deposit, development fee and registration fee.*

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- 6.2 *If, subsequent to entering into this contract, your Child does not take up a place at the School (save for by reason of death or long term hospitalisation) you will not be refunded the deposit, development fee or registration fee. The deposit, development fee and registration fee will be kept by the School as a reasonable cancellation fee for your Child's withdrawal, unless and the School, acting reasonably, is able to fill the vacancy created by your Child's withdrawal on or before the first day of the first full term for which your Child was to have been enrolled in which case you will be refunded the deposit and development fee.)*
- 6.3 *If your Child does take up a place with the School, the deposit will form part of the school fees for that year. The School will be entitled to treat the interest generated from such deposit as income for the school.*

7 PAYMENT OF FEES

- 7.1 *You have absolute responsibility for the payment of any Fees applicable to your Child attending the School. You also acknowledge that School Fees are payable in advance and that facilities exist for monthly payments. If you are unclear about any of your financial obligations, the School will on request provide a written explanation. Any Fee or other moneys owing by you to the School not paid on or before the due date will bear interest at the maximum rate of interest for incidental credit prescribed from time to time in terms of the National Credit Act, 2005 ("NCA"), or at such lesser rate as the School determines from time to time in its sole discretion. Interest not paid to the School by the last day of the month in respect of which such interest accrues will bear further interest at the same rate. In addition to interest the School will be entitled to recover from you default administration costs and collection costs, as contemplated in the NCA, including legal costs on the attorney and client scale and collection commission to the extent permitted by the NCA.*
- 7.2 *You and/or the Third Party accept the Additional Goods/Services. The School will, as far as reasonably possible, give you reasonable notice prior to providing such Additional Goods/Services. You and/or the Third Party expressly agree to the delivery or performance of the Additional Goods/Services and accept liability for payment thereof, in accordance with clause 7.1. You and/or the Third Party acknowledges that the Additional Goods/Services are not unsolicited, within the meaning of the Consumer Protection Act or otherwise and that you have expressly accepted such Additional Goods/Services.*
- 7.3 *You and/or the Third Party accept that you/it will be liable for the payment of the Additional Goods/Services. Such Additional Goods/Services include payment for stationery, books, school tours, outings or any other Additional Goods/Services required by the School to provide your Child adequately with the educational services in terms of this Agreement. Any such Additional Amounts will be added to the School account, which will be payable by the end of each month. The School will not accept any up-front cash payments for the payment of the Additional Amounts.*
- 7.4 *You confirm that a certificate signed by the bursar, business manager or Head showing the amount owing by you or the Third Party to the School shall be rebuttable proof that the said amount is due, owing and payable. Where the quantum of the School's claim is thereafter disputed by you or the Third Party, you or the Third Party shall bear the onus of proving that such amount is not owing and/or due and/or payable.*
- 7.5 *In the event of the Third Party taking responsibility for the payment of the Fees, you by your signature hereto, hereby bind yourself jointly and severally in your personal capacity as surety and co-principal debtor with the Third Party for payment to the School of any amounts which are owing and may at any time become owing to the School by the Third Party.*
- 7.6 *You also acknowledge that if any instalment on account of a fee which is payable is not paid on the due date, the whole balance of the fee outstanding will, within (3)three working days, become due and payable by you. No indulgence or grant of time by the School will constitute a waiver of its rights under this contract or otherwise.*
- 7.7 *Upon breach of this contract, the school, in good practice, will give you a term's notice to find another school for your child. Thereafter, if fees are still outstanding, legal action will be taken against non-payment of fees which may include a defaulter being listed in the Credit Bureau.*
- 7.8 *You are entitled to elect (at enrolment and prior to the beginning of each school year) whether to pay school fees annually, termly or monthly, the total costs of which will be set out in a fee schedule and communicated to you on enrolment and in advance of any increase in school fees.*
- 7.9 *You authorise the School to effect a debit order against your bank account to effect the monthly payment of fees, if that is the period chosen or if it is subsequently agreed. The details of the account to be debited appear in annexure "B".*

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- 7.10 ***You agree that fees paid in advance will be deposited by the School and held in accordance with the Consumer Protection Act, but that the School will be entitled to treat the interest generated from such funds as income for the school.***
- 7.11 ***The School fees will be reviewed from time to time and may be increased by an amount which the School considers reasonable. We will endeavour to give you at least two calendar months' notice of any increase in the fees due for a particular term. You have a right to cancel this contract without penalty should the school fees increase to an amount which you no longer wish to pay, provided that you give the School written notice of that intention within 7 (seven) days of the School's notification of an increase, failing which the cancellation provisions of clause 9.2 will apply, and you will be required to provide 20 business days notice.***

8 PROTECTION OF PERSONAL INFORMATION

- 8.1 ***By entering into this contract, and unless you at any time instruct the School expressly and in writing to the contrary, your consent is given for the School to:***
- 8.1.1 ***collect, store and process credit information about you and any Third Party or divorced or separated Parent responsible for payment of any or all amounts comprised in the Fees;***
- 8.1.2 ***collect, store and process names, contact details and information relating to yourself and your Child, and to such information being made available to other parents/guardians, staff or responsible persons engaged or authorised by the School for School-related purposes to the extent required for the purpose of managing relationships between the School, parents/guardians, and current learners as well as providing references and communicating with the body of former learners;***
- 8.1.3 ***include photographs, with or without name, of your Child in School publications, or in press releases to celebrate the School's or your Child's activities, achievements or successes;***
- 8.1.4 ***Supply information and a reference in respect of your Child to any educational institution which you propose your Child may attend. We will take care to ensure that all information that is supplied relating to your Child is accurate and any opinion given on his/her ability, aptitude and character is fair. However, the School cannot be liable for any loss you or your Child is alleged to have suffered resulting from opinions reasonably given, or correct statements of fact contained, in any reference or report given by us; and***
- 8.1.5 ***Inform any other school or educational institution to which you propose to send your Child of any outstanding fees.***
- 8.2 ***The School may not distribute or otherwise publish any of your personal information in its possession, unless you give your consent, in writing, to the School that it may do so. Should this be the case, the School may only distribute or otherwise publish the information specified in your consent to the people and for the purpose stated in your written consent.***

9 TERMINATION AND NOTICE REQUIREMENTS

- 9.1 ***For the avoidance of doubt, this contract will terminate when your Child completes the School's curriculum and any exit examination we offer at the end of your Child's schooling, unless otherwise terminated on the terms of this contract. This contract therefore has a 2 year period.***
- 9.2 ***You have the right to cancel this contract at any time, for any valid reasons, provided that you give the School 20 business days notice, in writing, of this intention before the withdrawal of the Child from the School. Alternatively, a full term's fees (including additional fees pro-rated for the term) is payable to the School in lieu of notice, and as a reasonable cancellation fee taking into account the nature of the educational services, capacity planning and reasonable potential to fill the vacancy. Such amount is due and payable on the first day of the term which would have been the final term if the appropriate notice had been given. Should you have elected to pay annual school fees or should any additional fees have been paid in advance, those fees will be credited in proportion to the terms remaining, less any amount payable in lieu of appropriate notice.***
- 9.3 ***The School also has the right to cancel this contract at any time, for any reason, provided that it gives you 20 business days notice, in writing, of its decision to terminate this contract. At the end of the term in question, you will be required to withdraw the Child from the School.***



9.4 ***This is without prejudice to the School's other remedies: the School may cancel this contract immediately and has no obligation to return any deposit or pre-paid fees to you if you are in material breach of any of your obligations and have not (in the case of a breach which is capable of remedy) remedied the material breach within twenty (20) business days of a notice from the School requiring you to remedy the breach, and in addition it may claim payment of all moneys then owing and damages equal to one term's fees (as calculated at the time of cancellation) taking into account the nature of the services, capacity planning and reasonable potential to fill the vacancy.***

9.5 ***For purposes of this contract, a material breach is considered to exist where you or your Child (as the case may be) –***

9.5.1 ***fail to uphold the Policies and/or Rules of the School;***

9.5.2 ***fail to pay any Fees when due;***

9.5.3 ***fail to fulfill all legal requirements necessary for your Child to attend school in South Africa, if any of these legal requirements apply to your Child, for example, failure to obtain a valid study permit for your Child if he/she is a foreign citizen; or***

9.5.4 ***act in such a way that you or the Child become seriously and unreasonably uncooperative with the School and in the opinion of the Head, you or your Child's behaviour negatively affects your Child's or other children's progress at the School, the well-being of School staff, or brings the School into disrepute.***

10 GENERAL

10.1 ***You choose the residential address set out in annexure "B" as your chosen legal address for the service of all notices and legal processes and the postal and email addresses for all other communications by the School to yourself.***

10.2 ***You confirm that all the particulars that you may furnish or that you have furnished to the School on this contract or otherwise from time to time is or will be, to the best of your knowledge and belief, full, true and accurate.***

10.3 ***You undertake to advise the School in writing of any changes to the details included in this contract.***

11 JURISDICTION AND GOVERNING LAW

The contract between you and the School is governed by South African law. You agree that the School, at its option but without being so obliged, will be entitled to institute any legal proceedings for the recovery of any monies owing by you as a liquidated debt or debts to the School in any magistrate's court having jurisdiction, in terms of sections 45 and 28 of the Magistrates' Courts Act.

12 VARIATIONS

We reserve the right to change or add to these terms and conditions from time to time for legal, safety or other substantive reasons or in order to assist the proper delivery of education at the School. The School will give you at least a term's notice of any such modifications.

13 PARTIAL INVALIDITY

Each term and condition contained in this agreement is separate from the other terms and conditions in the sense that if anyone is determined to be illegal and unenforceable, it will simply be disregarded and of no force and effect, but the agreement will otherwise remain valid.

It is a condition of attendance at the School that you sign in the space provided. The School Board will consider this declaration and Contract to be null and void if this document is altered in any way.

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Declaration: I/we, the undersigned, do hereby declare that I/we have read and understood this Contract, including the Policies of the School.

SIGNED at on 20.....

.....

PARENT / GUARDIAN

SIGNED at on 20.....

.....

PARENT / GUARDIAN

ACCEPTED by the School at **DURBAN** on 20.....

.....

HEAD

ANNEXURE A1: DETAILS OF THE CHILD

	Name & Surname	Current Grade	Gender (M/F)	Age	ID Number
Child 1					
Child 2					
Child 3					
Child 4					

ANNEXURE B: DETAILS OF PARENT / GUARDIAN

	First Person responsible for Payment of Fees	Second Person responsible for Payment of Fees
Title & Surname		
First Name		
Home Address		
Postal Address		
Email		
Name of Account Holder		
Name of Bank		
Name of Branch		
Account Number		

Payment Options	Monthly Debit Order Only:	Annual:
Signature		
Date		

SECTION 4 - MARKETING SURVEY

WHERE DID YOU HEAR ABOUT US? *(Please indicate with an X)*

- | | | | |
|---------------------------------------|------------------------------------|---|-------------------------------------|
| <input type="checkbox"/> BILLBOARD | <input type="checkbox"/> NEWSPAPER | <input type="checkbox"/> MAGAZINE | <input type="checkbox"/> RADIO |
| <input type="checkbox"/> PRESENTATION | <input type="checkbox"/> BROCHURE | <input type="checkbox"/> FLYER | <input type="checkbox"/> EXHIBITION |
| <input type="checkbox"/> FRIEND | <input type="checkbox"/> WEB | <input type="checkbox"/> OTHER / SPECIFY: | |

PLEASE INDICATE HOW SATISFIED YOU WERE WITH THE SERVICE RECEIVED PRE-ENROLMENT

- | | | | |
|---|------------------------------------|--------------------------------------|---|
| <input type="checkbox"/> VERY SATISFIED | <input type="checkbox"/> SATISFIED | <input type="checkbox"/> UNSATISFIED | <input type="checkbox"/> VERY UNSATISFIED |
|---|------------------------------------|--------------------------------------|---|

WAS THE INFORMATION PRE-ENROLMENT....

- | | | |
|-----------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> RELEVANT | <input type="checkbox"/> INFORMATIVE | <input type="checkbox"/> SUFFICIENT |
|-----------------------------------|--------------------------------------|-------------------------------------|

IF NOT, PLEASE PROVIDE FURTHER DETAILS

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SECTION 5 - INDEMINTY FORM

The following indemnity form, if signed, gives your consent for your child to participate in all school excursions and sports matches and activities for the duration of the child's stay at the school.

NB: You will note that if you do not want your child to go on a particular excursion, or participate in sports matches/ activities you may naturally exercise this option by informing the school Headmaster in writing prior to the event.

EVERY CARE WILL BE TAKEN TO ENSURE THE SAFETY AND SECURITY OF YOUR CHILD ON EDUCATIONAL OR SPORTS EVENTS AND OUTINGS.

The following Information is CRITICAL in case of Medical Treatment or Hospitalization	
Doctor's Name	
Contact Number	
Medical Scheme	
Main Member Name	
Medical Aid Number	
Blood Group	
Employer Name	
Employer Contact No.	
Personal Information	
Parent Name	
Learner Name	
Residential Address:	
Home Tel:	
Work Tel:	
Cell:	

I hereby give permission for my child :
(write full name of your child)

..... to participate,
Under the supervision of the school, in all educational excursions and/or extra-mural activities while she/he remains a pupil of Durban Christian Centre School

1. I hereby indemnify and hold the school its agents, representatives and educators harmless against any claim or demand arising from the death or injury to my child or in loss or damage to property, arising from or occasioned by my child's participation in any such sporting or extra-mural activities and/or such tours and excursions.
2. I agree that, if in the opinion of the headmaster of the school or his delegated deputy shall have authority (which is hereby delegated to extend such medical treatment including surgical intervention, in my behalf)
3. I accept that all precaution will be taken to ensure the safety and the welfare of my child and that I will be held responsible for the payment of medical and/or hospital accounts where applicable
4. As far as I am aware my child physically capable of participating in the said sporting and extracurricular activities and she/he is in good health .However, the persons responsible should please note the following aspects: (please state below)

Please state health conditions that teaching staff should be aware of, e.g. allergies, tendency towards abnormal bleeding epilepsy, asthma, food preferences etc:

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SECTION 6 - FINANCIAL CLEARANCE CERTIFICATE

FOR DURBAN CHRISTIAN CENTRE SCHOOL ENROLMENT PURPOSES

Application for:

Name of pupil: Grade:

In order to process DCCS application for enrolment, kindly have the current school complete the payment history:

1. Name of person responsible for fee payment:

2. ID No. of Person responsible for fee payment:

3. Name of School where pupil is currently enrolled:

4. Annual fees for the year: R.....

5. Fees Paid to date: R.....

6. Fees outstanding: R.....

Is the above learner receiving any form of financial assistance/aid? YES / NO Comment:

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

This is to certify that the above learner has paid the school fees as indicated.

.....
Signature of Head / Business Manager

.....
Date

Place school stamp here:



Your assistance is appreciated.
DCCS

This clearance certificate has been approved by ISASA for use amongst member schools. There is an agreement among ISASA schools that enrolment clearance is contingent upon clearance from previous school.



Postal Address: P.O.Box 30648 | Mayville | 4058 • Physical Address: 39 Galway Road | Mayville • Tel: 031 242 5005 | Fax: 031 242 5072
Email: admin@dccschool.co.za • Website: dccschool.co.za

To all Pastors of prospective children at Durban Christian Centre School

At the Durban Christian Centre School we see our role as joining hands with the parents of pupils to assist them in their God-given role of raising their children in the ways of the Lord.

We have children from many different congregations and denominations enrolled in the school and our desire is to work with and through the Ministers/Pastors of these congregations whenever applicable. Our procedure is thus to establish contact with the Ministers/Pastors at the time of enrolment of a learner and request their co-operation in exercising pastoral care in matters that include the learner, the parents and the school.

The school wishes to respect the covering that a Minister/Pastor exercises over the families that are part of their flock. We believe that this is a strength in the Christian Church and so where there are matters relating to a learner and their family that go beyond the pure academic realm, but nevertheless affect the learner in their school life, we desire to involve the Minister/Pastor of their local church.

The purpose of this letter is to establish contact with Ministers/Pastors, to inform them of our desire to work with them and to secure their co-operation.

To this end, we would request that you please write a letter of support for the parents, as requested on the school application form.

We look forward to working with you in the years ahead.

Yours in His service

Mrs. RV. Chellan
Director/Principal

I AM BLESSED, AND ANOINTED, AND FILLED WITH THE POWER OF GOD

TUITION FEES AND PAYMENT TERMS - 2019 (Amended)

Durban Christian Centre School is an Independent Educational Institution, which sets its own Annual Budget. The School Board reserves the right to revise Fees annually.

TUITION FEE STRUCTURE - (KINGDOM TOTS TO GRADE 7)

TERMS	Pre-Primary KT - GRADE 00	Foundation Phase GRADE R - 3	Intersen Phase GRADE 4 - 7
ANNUAL FEES (0.5% Levy charged on Card Payments)	R29 000,00	R31 801,00	R34 815,00
ANNUAL FEES (Payable by end January except for Annual Contract Payers). (0.5% Levy charged on Card Payments)	R28 275,00	R31 005,97	R33 944,62
MONTHLY (Due on 1st of each Month)	R2 636,36	R2 891,00	R3 165,00

NEW LEARNERS TUITION FEES PAYABLE:

A ONCE OFF DEPOSIT OF R4000 IS PAYABLE ON OFFER OF ENROLMENT

(The Deposit comprises of a once off amount of R1000 which does not go towards Fees but into a Development Fund for School Improvements)

BANKING DETAILS:

Durban Christian Centre School, Nedbank Business KZN, Branch Code 164826
Account Number: 1648007457
(Reference: Learners Name & Surname and Account Number issued by Enrolment Secretary)

NB: School Fees are Payable in Advance for the Year, however we assist Parents by providing a Monthly Payment Option.

A) Registration Fee

This is a non-refundable fee of R500 and is payable on application for registration.

B) Tuition Fee Payments

- Statements will be sent via email on the 1st of each month.
- A special concession will be granted to parents with three or more children in school.
- **Annual option:**
Fees are payable in advance. The final day for Annual payment is the last day of January. (Proof of payment must be forwarded to admin@dccschool.co.za by 31st.)
- **Monthly option:**
Fees are payable in advance by debit order only. Dates for debit orders range from 1st to last day of the month as per parent's preference. A charge will be levied for any debit order not provided for.
- No cash payments accepted on the school premises.