




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 admin@heritagehouseprimary.com
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33 Alleman Street /Straat
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7646

 /  (021) 863 1061
 (021) 863 0537

ADMISSION FORM

Right of admission is reserved

LEARNER

Surname: _____ Name: _____

Nickname: _____ Grade: _____ Date of birth: _____

PARENTS/GUARDIANS

FATHER

MOTHER

Surname: _____ Surname: _____

Name: _____ Name: _____

ID number: _____ ID number: _____

Profession: _____ Profession: _____

Tel. no: (W) _____ Tel. no: (W) _____
(H) _____ (H) _____
(C) _____ (C) _____

E-mail: _____ E-mail: _____

Work Address: _____ Work Address: _____

Home Address: _____ Home Address: _____

Postal Address: _____ Postal Address: _____

Other child(ren) (Name & Age): _____

Home Language: _____ Church Denomination: _____

Previous school: _____

Any other important information, illness of which we should know (e.g. Asthma, Epilepsy, etc.)




Allergies: _____

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Doctor: _____ Tel no. _____

HERITAGE HOUSE PRIVATE SCHOOL REGISTRATION

NAME OF LEARNER _____ GRADE _____

I, _____ parent/guardian of the above-mentioned

learner, hereby pay the registration fee of R10,000.00. It represents a lump sum payment in order to be able to enrol my child as a learner at **Heritage House Independent School**.

.

I understand that I forfeit this registration fee if I decide:

- (a) not to place my child at **Heritage House Independent School** or
- (b) if I withdraw my child even after one day of school attendance.

I understand that I must give the school one terms notice if I wish to terminate my attendance at **Heritage House Independent School**.

.

SIGNED _____
PARENT




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HERITAGE HOUSE INDEPENDENT SCHOOL SCHOOL FEES

NAME OF LEARNER _____ GRADE _____

It has been explained and I fully understand that **Heritage House Independent School** is a private, independent fee paying school that receives no form of grant or subsidy and therefore relies totally on the collection of school fees to cover its salaries and all other running costs and that Heritage House Independent School is not in a position to offer financial assistance.

I, hereby, agree to pay the school fees as follows for any education received at Heritage House Independent School:

- (a) () a lump sum on _____
- (b) () monthly in **advance** before/on the 3rd day of every month.

I understand that my child will only be entitled to education if school fees are settled in full and on time and that it is me who deprives my child of an education if school fees fall in arrears. I accept that my child will be excluded from school should school fees be outstanding. I furthermore understand that an interest of 2% above the prevailing bank overdraft rate will be charged on all outstanding and overdue amounts.


I understand and accept that one terms notice must be given to the school in writing should I wish to withdraw my child from Heritage House Independent School.

SIGNED _____

ID NUMBER _____




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POLICY REGARDING SCHOOL FEES

It is in the interest of your child that school fees are settled in advance either annually, quarterly or on a monthly basis. The school fees are carefully administered by the Board of the school.

School fees may be settled as follows:

- (a) cash or cheque
- (b) EFT or bank transfer
- (c) by debit order
- (d) by post-dated cheque

School fees must be settled in advance on or before the **third day** of every month.

If outstanding school fees accrue the learner will be **suspended from school** on the first Monday after school fees became due. Interest equivalent to the prevailing bank overdraft rates will be charged on all outstanding balances. Unfortunately no Progress Reports will be issued where school fee accounts have not been settled in full.

After two months of school fees in arrears the learner can be permanently excluded and the account will be handed to an attorney for **debt collection** and the normal procedure for debt collection will be followed. The parent/guardian will be responsible for any costs incurred in the process.

The parent/guardian will also be responsible for the costs in terms of **insufficient funds** in his/her bank account.

An official school receipt must be obtained when any payment is made at the school bursar's office.

A receipt will be issued when the money is handed to the principal/secretary.
Heritage House School accepts **no responsibility** if the money is lost by the learner.

I _____ parent of _____

commit myself to the following regarding payment of school fees for any educational service received at Heritage House Independent School:


Monthly in advance _____ cash/cheque/debit order/EFT

School Bank details:

FNB Paarl, Account number: 62550719721, Branch code 200110




SIGNATURE _____ DATE _____

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DECLARATION BY PARENT/GUARDIAN

Hereby I,

parent/guardian of

I accept that should my child's school fees remain unpaid my child will be excluded from the school until all school fees are paid up to date.

I agree that my child can be de-registered and removed from the roll of Heritage House Independent School if school fees remain unpaid for more than one month.

I agree to provide all stationery and text-books as requested on the Stationery/Textbook list provided for my child's grade as well as two reams of photocopy paper per school term. A book usage fee will be levied for use of the required textbooks

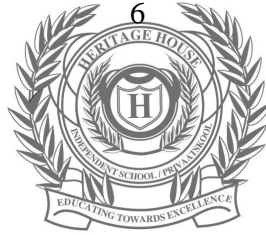
I agree that I will give the school one terms notice should I wish to remove my child from the school.

I understand that Heritage House Independent School has a "right of admission reserved" policy and therefore has the right to refuse admission or continued attendance at the school.




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INDEMNITY

NAME OF LEARNER _____ GRADE _____

I, _____ parent/guardian of the

aforementioned learner, indemnify Heritage House Independent School from any injuries/damage that my child may incur during school hours or on the school grounds of Heritage House Independent School.

I understand that Heritage House Independent School may not be held responsible for any personal goods/belongings of my child that may be lost/damaged and may be stolen during the course of a school day.

I take full responsibility for any goods/belongings that my child may bring onto the school grounds of Heritage House Independent School and cannot claim compensation for any loss of such goods/belongings from Heritage House Independent School.

I realise that I must claim any loss/damage that my child or I may incur from aforementioned loss/damage/theft from my personal insurance.

SIGNED:

PARENT/GUARDIAN




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SCHOOL FEES 2017

A NON-REFUNDABLE ENROLEMENT FEE OF R10.000.00 IS PAYABLE ON ACCEPTANCE.

A 10% DISCOUNT IF ANNUAL FEES ARE SETTLED IN FULL BY THE 15TH JANUARY 2017

A 5% DISCOUNT IF QUARTERLY FEES ARE PAID ON THE FIRST DAY OF EACH TERM

A 10% FAMILY DISCOUNT ON THE MONTHLY SCHOOL FEES IS GIVEN TO THE SECOND AND THIRD CHILD.

MONTHLY FEES ARE PAID OVER 12 MONTHS AND MUST BE PAID BY THE 3RD OF EACH MONTH
JAN –DEC

INTEREST OF 2% ABOVE PRIME WILL BE LEVIED ON ALL LATE PAYMENTS

<u>TUITION</u>	PER ANNUM	PER TERM (X4)	PER MONTH (X12)
GRADE RR	33600.00	8400.00	2800.00
GRADE R	37620.00	9405.00	3135.00
GRADE 1-3	46200.00	11550.00	3850.00
GRADE 4-6	58080.00	14520.00	4840.00
GRADE 7-8	63600.00	15900.00	5300.00

ADDITIONAL FEES (OPTIONAL)

SPECIALISED COACHING E.G. EQUESTRIAN EVENTS, BALLET	TBA
ADDITIONAL MUSICAL TUITION E.G. VIOLIN, PIANO	TBA
AFTERSCHOOLCARE UP TO 4 PM (INCLUDING SNACK/LIGHT MEAL)	R700-00 P/MONTH
AFTERSCHOOLCARE UP TO 5.30PM (INCLUDING SNACK/LIGHT MEAL)	R900-00 P/MONTH
MATHLETICS PROGRAM AND READING PROGRAM	R115-00 P/MONTH
BRIDGING CLASS	R900 P/MONTH